

Co-operative Executive

Wednesday 22 September 2021 at 2.00 pm

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

The Press and Public are Welcome to Attend

Membership

Councillor Terry Fox	(Leader of the Council)
Councillor Julie Grocutt	(Deputy Leader and Executive Member for Community Engagement and Governance)
Councillor Mazher Iqbal	(Executive Member for City Futures: Development, Culture and Regeneration)
Councillor Jayne Dunn	(Executive Member for Education, Children and Families)
Councillor Cate McDonald	(Executive Member for Finance and Resources)
Councillor George Lindars-Hammond	(Executive Member for Health and Social Care)
Councillor Paul Wood	(Executive Member for Housing, Roads and Waste Management)
Councillor Douglas Johnson	(Executive Member for Climate Change, Environment and Transport)
Councillor Paul Turpin	(Executive Member for Inclusive Economy, Jobs and Skills)
Councillor Alison Teal	(Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks and Leisure)

PUBLIC ACCESS TO THE MEETING

The Co-operative Executive 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 Terry Fox.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. 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 Co-operative Executive 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.

Co-operative Executive meetings are normally open to the public but sometimes the Co-operative Executive 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. Please see the Council's website for details of how to access the remote meeting.

Co-operative Executive 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.

PLEASE NOTE: Meetings of the Co-operative Executive have to be held as physical meetings. If you would like to attend the meeting, you must register to attend by emailing committee@sheffield.gov.uk at least 2 clear days in advance of the date of the meeting. This is necessary to facilitate the management of attendance at the meeting to maintain social distancing. In order to ensure safe access and to protect all attendees, you will be required to wear a face covering (unless you have an exemption) at all times when moving about within the venue.

It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting. You can order tests online to be delivered to your home address, or you can collect tests from a local pharmacy. Further details of these tests and how to obtain them can be accessed here - Order coronavirus (COVID-19) rapid lateral flow tests - GOV.UK (www.gov.uk). We are unable to guarantee entrance to observers, as priority will be given to registered speakers. Alternatively, you can observe the meeting remotely by clicking on the 'view the webcast' link provided on the meeting page of the website.

If you require any further information please contact Abby Brownsword on 0114 273 5033 or email abby.brownsword@sheffield.gov.uk.

**CO-OPERATIVE EXECUTIVE AGENDA
22 SEPTEMBER 2021**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 5 - 8)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 9 - 22)
To approve the minutes of the meeting of the Cabinet held on 21st July 2021.
- 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. Food Poverty - Scrutiny Report and Recommendations** (Pages 23 - 40)
Report of the Overview and Scrutiny Management Committee.
- 9. Retirement of Staff** (Pages 41 - 44)
Report of the Executive Director, Resources.
- 10. Home Care and Supported Living Framework Contract Extension** (Pages 45 - 56)
Report of the Executive Director, People Services.
- 11. Extra Care Contract Extension** (Pages 57 - 66)
Report of the Executive Director, People Services.
- 12. Reduction In Use Of Glyphosate Pesticide On Land Managed By Sheffield City Council** (Pages 67 - 76)
Report of the Interim Executive Director, Place.
- 13. Revenue Budget and Capital Programme Monitoring** (Pages 77 - 102)

2021-22 - Quarter 2

Report of the Executive Director, Resources.

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| 14. | Month 4 Capital Approvals 2021/22
Report of the Executive Director, Resources. | (Pages 103 -
134) |
| 15. | The City of Sheffield (1, 3 & 5 Mount Pleasant)
Compulsory Purchase Order 2021
Report of the Interim Executive Director, Place | (Pages 135 -
168) |

**NOTE: The next meeting of Co-operative Executive will
be held on Wednesday 20 October 2021 at 2.00 pm**

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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

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

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

You **must**:

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

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

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

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

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

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

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

You have a personal interest where –

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

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

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

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

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

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

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Co-operative Executive

Meeting held 21 July 2021

PRESENT: Councillors Terry Fox (Chair), Jayne Dunn, Cate McDonald, George Lindars-Hammond, Douglas Johnson, Paul Turpin and Alison Teal

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1. APOLOGIES FOR ABSENCE

- 1.1 Apologies for absence were received from Councillors Julie Grocutt, Mazher Iqbal and Paul Wood.
- 1.2 Apologies were also received from Eugene Walker – Executive Director, Resources and Gillian Duckworth – Director of Legal and Governance.
- 1.3 Councillor Julie Grocutt, Eugene Walker and Gillian Duckworth were currently self-isolating.

2. EXCLUSION OF PUBLIC AND PRESS

- 2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

- 3.1 There were no declarations of interest made at the meeting.

4. MINUTES OF PREVIOUS MEETING

The minutes of meetings of the Co-Operative Executive held on 23rd June 2021 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

- 5.1 Nigel Slack asked the following questions: ‘In respect to the report at Item10, on the forthcoming transition to a Committee structure for the Council, I would like to thank Council for this regular update approach that has been adopted. High levels of transparency and accountability (essentially through good communications) will be essential to giving the city confidence in the new approach of SCC and the forthcoming changes.

It is a critical example of how actions must follow words as the changes are implemented. You will not be surprised that I have a couple of questions on the

substance of this report.

Q1 In Para 1.2 The report talks of the “Governance Committee to guide the transition and to set the parameters for stakeholder engagement. “ If these parameters are not yet set can Council ensure they are as broad as possible to access all the manifest knowledge and expertise the communities of the city have demonstrated during the Pandemic?

Q2 In Para 1.6.2 Will the Governance Committee be considering this as an engagement strategy or will they consider inviting Community representatives and others to contribute directly to the Committee's deliberation, as part of the decision making process?

Q3 Throughout the report, there is a great deal of comment about engagement but there are two key phrases missing, in my opinion, 'Co-Design' & 'Changing Culture', both of which were identified in the public event of the Big City Conversation as key to public trust in this change process. How will these issues be addressed by the structures within this report?

Q4 Para 1.8.3 I will be happy to make myself available.'

Councillor Terry Fox (Leader of the Council) responded. Councillor Fox thanked Mr Slack for his questions. In response to question one, Councillor Fox stated he agreed that engagement was a really important part of the transition. He added that the Council had been careful not to pre-empt the advice given by experts, nor to limit the Governance Committee's autonomy. He stated this would be one of the first items considered by the Committee. In response to question two, Councillor Fox said that this decision would also be determined by the Governance Committee. In response to questions three and four, Councillor Fox thanked Mr Slack for his previous participation in the Big City Conversation and stated that the event would be widely publicised to encourage participation. He added that he would encourage Mr Slack to be involved in this again.

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 Co-Operative Executive.

7. RETIREMENT OF STAFF

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

RESOLVED: That this Co-Operative Executive :-

(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>
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Place

Tony Billsborough Neighbourhood Officer 30

People Services

Patricia Burke Targeted Youth Services Advisor 32

Juliette Foster Teacher, Marlcliffe Primary School 32

Jane Lownsborough Assistant Headteacher, The Rowan School 26

Angela Mason Senior Fieldwork Manager 40

Tina Sherriff Higher Level Teaching Assistant (Special) Level 4, Norfolk Park School 42

Resources

Julie Ward Benefits Assessor 38

(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. OUR SHEFFIELD: ONE YEAR PLAN

8.1 The Chief Executive presented the report which set out Sheffield City Council's One Year Plan. The One Year Plan was a clear statement of purpose for the year ahead describing the practical steps that the Council would take and actions it would deliver, working with our communities and partners, to improve the lives of everyone who lives in the city.

The Plan:

- Sets out the first steps we will take on a roadmap to recovery from Covid-19, recognising the huge impact that the pandemic has had on the people and communities of Sheffield. We will use the plan as a springboard to help us rebuild and recover from this once-in-a-generation shock to our way of life.
- Provides clarity for **people and communities** so that they know what we stand for and what they should expect from Sheffield City Council in the year ahead
- Offers clear purpose to our **employees** so that they know what is important to us, how their work contributes to our collective success and are empowered to bring their passion and energy to bear in service of clear objectives

- Provides an ambitious statement to our **partners**, in Sheffield and beyond, that we want to collaborate and work together to achieve more for the city than we ever could working alone
- Aligns to the themes of the new Transitional Committees, providing a focus for their work plans over the coming year
- establishes the vital foundations for a longer-term corporate plan and priority-based budget for future years, with work proposed to start on a new 3-5 year plan this summer.

8.2 **RESOLVED:** That the Co-operative Executive:-

1. Agrees the One Year Plan for Sheffield City Council;
2. Agrees to receive regular progress updates on the delivery of the commitments in the One Year Plan during the year; and
3. Notes the proposed new leadership and accountability arrangements for the executive senior leadership of the organisation and proposed investment in enhancing the leadership capacity of the Place Portfolio.

8.3 **Reasons for Decision**

8.3.1 The recommendations recognise that the Covid-19 pandemic has seen an unprecedented collaborative response from communities and public, private, and VCF sector partners in the city. The coming year is a pivotal moment for the city and the recommendations reflect the ambitions of the Co-operative Executive to deliver an immediate plan to support the city's recovery and ensure that SCC is well-placed to respond to the ambitions and expectations of all our communities. The One Year Plan should therefore enable the Co-operative Executive and the Council to deliver and progress to be measured against the aims set out in this plan over the year.

8.4 **Alternatives Considered and Rejected**

8.4.1 This proposal fulfils a commitment previously made at Co-operative Executive so no alternative options have been considered.

8.5 **Any Interest Declared or Dispensation Granted**

None

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

None

8.7 **Respective Director Responsible for Implementation**

Chief Executive

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

Overview Scrutiny & Management Committee

9. TRANSITION TO A COMMITTEE SYSTEM OF GOVERNANCE

9.1 The Director of Legal and Governance submitted a report outlined the proposed programme for the Transition to a Committee System and sought a budget and delegations to enable the programme to move forward.

9.2 **RESOLVED:** That the Co-operative Executive:

1. Notes the decisions taken by Full Council;
2. Notes the proposed programme to facilitate the transition to a committee system of governance as required by Regulation 18 of the Local Authorities (Referendums) (Petitions) (England) Regulations 2011;
3. Approves a budget of £1.3m to enable to programme to be undertaken; and
4. To the extent that any decisions to be taken are Executive decisions and are not the subject of existing delegations, delegates authority to the Director of Legal and Governance in consultation with the Governance Committee to take such decisions as are necessary to facilitate the programme outlined in this Report and the transition to a committee system of governance.

9.3 **Reasons for Decision**

9.3.1 To enable the transition to a committee system of governance to be facilitated in the most efficient and effective way possible

9.4 **Alternatives Considered and Rejected**

9.4.1 In accordance with Regulation 18 of the Local Authorities (Referendums) (Petitions) (England) Regulations 2011, the Council must implement proposals for a Committee System of Governance. It could attempt to do so without putting in place the proposed programme governance and external support set out in this Report. However, this is not recommended. Without suitable resource and support there is a risk that the Council will be unable to complete the transition as required or that the transition will not be successful.

9.5 **Any Interest Declared or Dispensation Granted**

None

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

None

9.7 **Respective Director Responsible for Implementation**

Director of Legal and Governance

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

Overview and Scrutiny Management Committee

10. UPDATE REPORT - PROCUREMENT OF DAYTIME OPPORTUNITIES FOR PEOPLE LIVING WITH DEMENTIA

- 10.1 The Executive Director, People Services submitted a report which sought approval to implement the original decision to procure and award a number of contracts in relation to daytime opportunities for people living with dementia.

Approval was previously given at Cabinet on 18th December 2019 however due to the impact of COVID-19 on the operation of existing daytime opportunities this was not implemented and the original tender was abandoned.

As the original decision was more than 12 months old, this report is a refresh taking into account the impacts of COVID and a request to proceed as per the original decision.

10.2 **RESOLVED:** That the Co-operative Executive:-

1. Approve the implementation of the original procurement of daytime opportunities for people with dementia as outlined in this report and as per the original cabinet report of 18/12/2019;
2. Delegates authority to the Director of Health and Adult Social Care in consultation with the Director of Legal and Governance, the Director of Finance and Commercial Services and the lead Executive Member for Health and Social Care to:
 - i) Take any further decisions necessary, not covered by existing delegations, to achieve the aims, outcomes and objectives of this report;
3. Notes that the purpose of this report is to provide an update and to ensure the Co-operative Executive have all of the information available to them, this report contains similar detail to the original report that was approved in December 2019. However, this new report also contains new information for example updated and current data, details around the impact of Covid-19 and updated timelines; and
4. Notes that since the original report was approved in December 2019, the Dementia Strategy was approved by Cabinet in December 2019.

10.3 **Reasons for Decision**

10.3.1 The proposals would ensure that:

- People living with dementia are able to enjoy life, forge meaningful relationships and feel they have a purpose.
- Daytime opportunities actively contribute to a more fulfilling rewarding life that maintains good health and well-being and help prevents 'decline'.
- Support is aimed at families so individuals are able to remain at home for as long as possible but carers are also able to take a break from their caring role and improve their own health and wellbeing.
- Daytime opportunities are person centred, tailored towards the individual, their preferences and their support needs.
- There will be improved access through more locally based provision and the support will be able to adapt to changing need.
- There will be improved collaboration across health and social care which will achieve better outcomes for people and increase value for money across the system.
- It will meet with legislation, guidance and operational requirements.

10.4 **Alternatives Considered and Rejected**

10.4.1 *Alternative option 1* - Extend the contract with the current providers.

This option would not meet the council's procurement requirements and would lead to the continuation of a fragmented service design.

10.4.2 *Alternative option 2* - Do not Procure.

The Sheffield Dementia Strategy recognises the need to support people in different ways and offer people living with dementia the opportunity to live fulfilling lives, the contracts for all these services expire at end January 2022 and there would be no alternative if we did not procure.

10.4.3 *Alternative option 3* - Provide the service in house.

Day opportunities for people with dementia is currently provided by the voluntary sector in all but one of the contracts. Bringing this in house would not be in keeping with the Council and SCCGs aim to develop and maintain a thriving voluntary sector. The delivery of day opportunities in house will also increase the funding require or would mean a reduction in service to meet the price difference.

10.5 **Any Interest Declared or Dispensation Granted**

None

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

None

10.7 **Respective Director Responsible for Implementation**

Executive Director, People Services

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

Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee

11. **COMMISSIONING AND PROCUREMENT OF COMMUNITY DEMENTIA SUPPORT**

11.1 The Executive Director, People Services submitted a report seeking Co-operative Executive approval for the Community Dementia Commissioning Plan for 2021-2027, the implementation of this Plan and the procurement and award of i) a contract; and ii) three grants.

This included:

- The tendering for and award of a contract for the Dementia Specialist Advice Service which:
 - provides advice and training for professionals and volunteers supporting people living with dementia and their carers
 - fills a gap to provide a single point of access into local community dementia support for people living with dementia and their carers
- The award of grants to:
 - People Keeping Well organisations for local community dementia support across the city
 - Sheffield Dementia Action Alliance to support Sheffield becoming a dementia-friendly city
 - Sheffield Dementia Involvement Group to hear the voices of people living with dementia and their carers

The current contracts and grants expire during the period 1st December 2021 – 31st March 2022.

11.2 **RESOLVED:** That Co-operative Executive:

1. Approve the Commissioning Plan for Community Dementia Support 2021-27 as explained in the Proposal in this Report; and
2. Delegate authority to the Executive Director of People Service Portfolio in consultation with the Director of Legal and Governance Services, Director of Finance and Commercial Services and the lead Executive Member for Health and Social Care:

- i) To undertake a procurement exercise and award a contract in line with the report; and
- ii) Award grants in line with the report; and
- iii) Take other such necessary steps not covered by existing delegations to achieve the outcomes and objectives of the report.

11.3 **Reasons for Decision**

11.3.1 The preferred option is:

iii A slight re-alignment of existing community dementia support services

This option was chosen because it:

- Distributes funding where it is most needed and is simplified
- Responds to feedback gathered during the past 3 years from people with dementia, their carers and professionals working with them
- Allows us to update the current service specifications
- Meets with legal and commercial regulations
- Allows the current model to become more fully embedded, particularly during and after the COVID-19 pandemic
- Reduces disruptive change for existing users and workers

11.3.2 The intended outcomes are that people living with dementia and their carers will be supported in a dementia-friendly Sheffield to:

- Receive suitable relevant, quality and timely dementia information and advice
 - Access good quality community dementia support and participate in activities that are meaningful to them
 - Develop and build resilience
 - Remain independent, safe and well for as long as reasonable
- Be listened to and involved in future service shaping

11.4 **Alternatives Considered and Rejected**

11.4.1 In making the recommendations two other options were considered and rejected:

i. Continue with the existing services

This alternative was rejected because:

- It does not respond to feedback gathered during the past 3 years from people with dementia, their carers and professionals working with them
- It does not allow us to update the current service specifications and
- It does not meet with legal and commercial regulations

ii. End the existing services and invest in other new provision

This alternative was also rejected because:

- The current model begun in 2019 has not yet fully embedded, particularly due to the pandemic

More change for existing users would be disruptive

11.5 **Any Interest Declared or Dispensation Granted**

None

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

None

11.7 **Respective Director Responsible for Implementation**

Executive Director, People Services

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

Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee

12. COMMISSIONING OF LEARN SHEFFIELD

12.1 The Executive Director, People Services submitted a report seeking Co-operative Executive approval to renew the School Improvement contract between Sheffield City Council (SCC) and Learn Sheffield.

This includes:

- The award of a contract to Learn Sheffield for the school improvement service which:
 - Delivers the statutory duties in relation to school improvement on behalf of SCC
 - Supports the delivery of the Sheffield Inclusion Strategy
- The provision of services in kind from SCC to Learn Sheffield which support Learn Sheffield to deliver these statutory duties:
 - Performance and Analysis service
 - E Learning
 - Crisis Communication

The current contract expires on the 31st August 2021.

12.2 **RESOLVED:** That Co-operative Executive:-

1. Approve the award of a further contract with Learn Sheffield for school improvement from 1st September 2021 – 31st August 2026; and

2. Delegate authority to the Executive Director of People Services in consultation with the Director of Legal and Governance Services, Director of Finance and Commercial Services and the lead Cabinet Member for Children and Education:

- i) To instruct Learn Sheffield further under the proposed agreement, to provide any additional services that are required, to address school improvement.

ii) Take other such necessary steps not covered by existing delegations to achieve the outcomes and objectives of this report.

ii) Take decision on the contract break points in year 3 and year 4

iii) Take decision, in negotiation with Learn Sheffield, on any changes to the offer of services in kind within the budget envelope outlined for this commission.

12.3 **Reasons for Decision**

12.3.1 The preferred option is:

- 1) The award of a new contract to Learn Sheffield
- 2) Enable, through the delegations outlined, flexibility in the approach to the contract and services in kind, whilst remaining within the outlined financial envelope.

This option was chosen because it:

- Allows SCC to continue to work with Learn Sheffield to deliver the statutory requirements for School improvement
- Responds to the school system who support Learn Sheffield through a financial based subscription model
- Allows us to update the current service specification to address the current needs of children in the city
- Meets with legal and commercial regulations
- Allows the current school improvement work to become more fully embedded, particularly during and after the COVID-19 pandemic
- Reduces disruptive change for schools and other workers
- Circumstantial evidence of the improvement in Sheffield schools' standards during the current contract would suggest that Learn Sheffield has proven itself to be an effective provider

12.3.2 The intended outcomes are to achieve better outcomes for all children and young people, particularly our most vulnerable:

- Sheffield will be an inclusive city
- All children and young people get the right support at the right time so that they can live a happy and fulfilled life
- Innovative and collaborative approaches improve the quality of schools and teaching
- The interests of disadvantaged children and young people are championed
- There is sustainable improvement across the system

12.4 **Alternatives Considered and Rejected**

12.4.1 In making the recommendations two other options were considered and rejected:

- 1) End the existing service and deliver in house:

This alternative was rejected because:

- It does not respond to the need to support a school sector led system of school improvement
- It does not respond to feedback from the sector – 90%of schools currently financially support Learn Sheffield through a subscription model demonstrating a commitment from the sector to this organisation

- 12.4.2 2) End the existing provision and invest in a new provision through a procurement exercise

This alternative was also rejected because:

- The current model begun in 2015 and we are continuing to work in partnership to develop and mature the role of this organisation. More change for schools would be disruptive, particularly during the recovery from the COVID pandemic

12.5 **Any Interest Declared or Dispensation Granted**

None

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

None

12.7 **Respective Director Responsible for Implementation**

Executive Director, People Services

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

Children's Scrutiny and Policy Development Committee

13. 2020-21 REVENUE AND CAPITAL OUTTURN MONITORING REPORT

- 13.1 The Executive Director, Resources submitted a report which provided the outturn monitoring statement on the City Council's Revenue and Capital Budget Outturn as at the end of Month 12, 2020/21

13.2 **RESOLVED:** Co-operative Executive:-

1. Note the updated information and management actions provided by this report on the 2020/21 Revenue Budget Outturn;
2. approves the People Portfolio carry forward request, as detailed in **Appendix 1** of the report;
3. Note the annual Treasury Management Outturn report for 2020/21,

attached as **Appendix 2** of the report;

4. Approve the actual 2020/21 Prudential and Treasury Indicators presented in Annex 2 of Treasury Management Outturn report; and

5. In relation to the Capital Programme, note the forecast Outturn position described in **Appendix 3** of the report.

13.3 **Reasons for Decision**

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

13.4 **Alternatives Considered and Rejected**

13.4.1 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.

13.5 **Any Interest Declared or Dispensation Granted**

None

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

None

13.7 **Respective Director Responsible for Implementation**

Executive Director, Resources

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

Overview and Scrutiny Management Committee

14. **CAPITAL APPROVALS FOR MONTH 02 2021/22**

14.1 The Executive Director, Resources submitted a report which provided details of proposed changes to the Capital Programme as brought forward in Month 2 2021/22. It was explained that further clarification of the West Bars Highways and Enabling item was needed. The West Bars Highways and Enabling item was withdrawn to be presented to a future meeting and the recommendations in the report were amended.

14.2 **RESOLVED:** That Co-operative Executive:-

1. 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;

2. Approve the acceptance of grants as detailed in Appendix 2 of the report; and
3. Approve the issuing of grants to 3rd Parties as detailed in Appendix 3 of the report.

14.3 Reasons for Decision

- 14.3.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield.
- 14.3.2 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.
- 14.3.3 Obtain the relevant delegations to allow projects to proceed.

14.4 Alternatives Considered and Rejected

- 14.4.1 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.

14.5 Any Interest Declared or Dispensation Granted

None

14.6 Reason for Exemption if Public/Press Excluded During Consideration

None

14.7 Respective Director Responsible for Implementation

Executive Director, Resources

14.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee



Author/Lead Officer of Report: *Emily Standbrook-Shaw, Policy & Improvement Officer.*

Tel: 0114 205 6272

Report of: *Overview and Scrutiny Management Committee*

Report to: *Co-operative Executive*

Date of Decision: *22nd September 2021*

Subject: *Food Poverty – Scrutiny Report and Recommendations*

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 Co-operative Executive Member Portfolio does this relate to? <i>All</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</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:-		
<i>“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”</i>		

Purpose of Report:

The Overview and Scrutiny Management Committee 2020/21 set up a working group to consider Food Poverty in Sheffield. The working group produced a report, approved by the Overview and Scrutiny Management Committee on the 25th March 2021.

It was intended to present this report to the April Cabinet meeting of the 2020/21 Municipal Year, however this meeting did not go ahead. This meant it was not possible to present the report to the Executive before the changes to committee structures and membership following the May 2021 election.

This has implications for the report as it was originally envisaged that this would be an interim report, and scrutiny policy development work on food poverty would continue during 2021/22. As scrutiny committees will no longer be carrying out policy development work, this will not happen through scrutiny, however Members feel it is important to present the OSMC report to the Executive, in order that the Scrutiny findings can inform future work around poverty.

Drawing on the working group's findings, the report sets out their recommendations around 4 themes:

- Strategy and Culture
- Developing a comprehensive network of food support – mapping and development
- Navigating the system
- Leadership

This report presents the Overview and Scrutiny Management Committee's report to Co-operative Executive – attached at Appendix 1 – for consideration and response.

Recommendations:

Co-operative Executive is asked to:

1. Thank the Overview and Scrutiny Management Committee for its work in relation to Food Poverty in Sheffield.
2. Consider and note the Scrutiny Food Poverty Working Group Report that is attached as Appendix 1 to this report.
3. Agree that a Co-operative Executive response to the recommendations in the report be provided to a future meeting of the Overview and Scrutiny Management Committee.

Background Papers:

Report of the Overview and Scrutiny Management Committee – Food Poverty Working Group – Interim Report March 2021 (attached as Appendix 1)
Minutes of the Overview & Scrutiny Management Committee, 25th March 2021
All documents are available from scrutiny@sheffield.gov.uk

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Kayleigh Inman</i>
		Legal: <i>Andrea Simpson</i>
		Equalities: <i>Adele Robinson</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>N/A – report of Scrutiny Committee</i>
3	Executive Member consulted:	<i>N/A – report of Scrutiny Committee</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: <i>Emily Standbrook-Shaw</i>	Job Title: <i>Policy & Improvement Officer</i>
	Date: <i>1st September 2021</i>	

1. PROPOSAL

- 1.1 In December 2020 the Overview and Scrutiny Management Committee (OSMC) decided to establish a working group to consider food poverty in Sheffield. The first phase of work, which focussed on the role of the Council in relation to food poverty and food projects, was carried out during February and March 2021.

The report of the working group was approved by OSMC at its meeting on the 25th March 2021, and OSMC agreed to ask Cabinet to respond to the findings and recommendations in the report. It was intended to present this report to the April Cabinet meeting of the 2020/21 Municipal Year, however this meeting did not go ahead. This meant it was not possible to present the report to the Executive before the changes to committee structures and membership following the May 2021 election.

This has implications for the report as it was originally envisaged that this would be an interim report, and scrutiny policy development work on food poverty would continue during 2021/22. As scrutiny committees will no longer be carrying out policy development work, this will not happen through scrutiny, however Members feel it is important to present the OSMC report to the Executive, in order that the Scrutiny findings can inform future work around poverty.

The working group found that we have a rich and diverse picture of food projects working across the city, but that we need to develop a better understanding of what provision is out there, and look at how we can better help people to access the right form of food support for them. The group found that we need a strategic approach and culture that tackles the underlying, structural causes of poverty, and clear leadership to drive this complex agenda forwards.

Recommendations

The report's recommendations are set out around four themes:

a. Strategy & Culture

- Sheffield City Council should implement the Tackling Poverty Framework by prioritising development of the Tackling Poverty Action Plan. Tackling Food Poverty should be one element of this. It should be a citywide effort, across public services, the VCF, communities and business, and take a long term, structural approach to find lasting solutions.
- As part of the action plan, Sheffield City Council should identify ways to foster a culture that challenges stigma, and ensures that Sheffield people are aware of, and able to access the benefits that they are entitled to.

- Sheffield City Council's processes should reflect this culture – and ensure that there aren't any unnecessary barriers to people accessing support. We should consider how our processes that affect people in hardship - eg, council tax support, rent, poverty related grants, could be improved.
- b. Developing a comprehensive network of food support – mapping and development**
- Sheffield City Council should consider how it can work with food partners to accelerate the mapping of food support across the city.
 - Sheffield City Council should work with food partners to ensure that when people access emergency food aid, they are also able to access wider forms of advice and support to help move beyond crisis.
 - Sheffield City Council should consider how it can work with food partners to encourage joint working across the sector, to ensure that we have a range of viable initiatives in Sheffield beyond emergency food provision, that enable people to move through the rungs of the 'Food Ladder' - such as social eating projects and community pantries.
- c. Navigating the System**
- Sheffield City Council should consider how it can work with partners to develop mechanisms to help people find and access the right form of food support for them.
- d. Leadership**
- Sheffield City Council should identify where internal political and organisational leadership on poverty, food poverty and food insecurity sits in order to drive progress on this cross-cutting agenda.

The full report is attached at Appendix 1 for Co-operative Executive's consideration.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 We know that food poverty impacts on people's mental and physical health and wellbeing, sense of self, and contributes to social isolation. We know that food poverty has been on the rise over recent years, and that Covid has pushed more people into food poverty, with the worst yet to come.

The Committee undertook this work with the aim of developing recommendations that will improve the Council's response to food poverty, helping to drive progress on this important agenda, ultimately improving outcomes for people in our most vulnerable communities.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The working group spoke to a wide range of people during this work – Sheffield City Council officers, VCF organisations, food projects and academics. They also ran a public 'Call for Evidence' where people were invited to share their experiences of food poverty. Appendix 1 of the group's report lists the witnesses the group heard from and evidence gathered.

If there are any changes to service delivery or policy resulting from the response to the scrutiny committee's recommendations, consideration will need to be given as to whether consultation is required/appropriate.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 As a Public Authority, we have legal requirements under section 149 of the Equality Act 2010. These are often collectively referred to as the 'general duties to promote equality'. We have considered our obligations under this duty and found that there are no direct equality of opportunity implications arising as a result of this report. However, any specific changes to service delivery or policy arising in response to scrutiny recommendations will need to include the consideration of equality implications.

- 4.1.2 This first phase of the scrutiny work has focussed on city-wide, strategic issues, although the group has noted in its terms of reference the need to understand how the extent, impact and experience of food poverty differs across groups and communities in Sheffield. Actions arising from the scrutiny recommendations will be able to look at this in more detail.

4.2 Financial and Commercial Implications

- 4.2.1 There are no direct financial implications arising from this report. The implementation of any of the recommendations from the Committee's report may be subject to further decision making in accordance with the Leader's Scheme of Delegation. This would include any financial and commercial implications.

4.3 Legal Implications

4.3.1 Scrutiny committees have an explicit power to make reports or recommendations to the Executive under section 9F(2) of the Local Government Act 2000.

4.3.2 There are no direct legal implications arising from this report. The implementation of any of the recommendations from the Committee's report may be subject to further decision making, and the legal implications of any proposal would be fully considered at that time.

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 The working group heard and discussed many issues during the course of this work, and identified areas for consideration in future policy development work on food poverty (see section 3.5 of the attached report).

6. REASONS FOR RECOMMENDATIONS

6.1 The Overview and Scrutiny Management Committee asks the Co-operative Executive to consider and respond to the recommendations of the Overview and Scrutiny Management Committee, with the aim of improving the Council's response to food poverty.

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Food Poverty Working Group Interim Report

**Report of the Overview and Scrutiny
Management Committee**

March 2021

1

1 Introduction

As ward councillors, we're only too aware of the impact of food poverty in our communities – we know that food poverty affects people's physical and mental health & wellbeing, their sense of self, and contributes to social isolation. We've seen food poverty rise over the last few years, and we know that Covid has pushed more people into food poverty, with the worst yet to come.

It's hard to quantify the extent of food poverty in Sheffield, but we know that:

- Around 24,000 children are currently eligible for Free School Meals and therefore at risk of going hungry during the school holidays. This number is on the rise.
- According to data collected by Voluntary Action Sheffield from 19 food banks, between 13th April 2020 and 8th June 2020 the number of households supported increased by just over 92% from 1144 to 2202 households. We know that this doesn't represent the full picture of emergency food aid during this time – and shows us supply, not level of need, which could be much higher.

Through our links to communities, we're also aware of the invaluable work that so many organisations play in responding to food poverty – providing emergency financial and food aid; providing advice on debt and welfare; making good, affordable food available to people who need it; bringing people together through food to develop social networks and combat isolation.

It's this response to food poverty, and the Council's role in it that we wanted to look at and why we set up the working group. With limited time available to us, we recognised early on that we would be unable to consider food poverty in its entirety, so we have taken a phased approach to this work. This first phase focussed on food projects, and has identified areas for consideration in future phases.

This process has shown us that there is much good work going on in Sheffield to respond to food poverty, and many strengths to build on. We hope that our report and recommendations will raise the profile of this important issue affecting so many in our communities, and act as a catalyst for progress.

Food Poverty Working Group

March 2021

2 Our approach

2.1 During February and March 2021, the cross-party Food Poverty Working Group, established by the Overview and Scrutiny Management Committee, set out to:

- Consider the extent, impact and experience of food poverty in Sheffield, including how this differs amongst groups and communities across the city.
- Consider the support and services that are in place across the city to tackle food poverty; as well as best practice from other areas.
- Review the Council's response to food poverty, including strategic approach, use of resources and funding, working with partners.

Our aim was to make recommendations that would improve the Council's response to Food Poverty, leading to improved outcomes for Sheffield people.

In the time available to us before the end of the 2020/21 municipal year, it was not possible to consider the full range of issues we wanted to, so we have taken a phased approach to this work. This first phase focussed on the role of the Council in relation to food poverty and food projects, and has identified areas for the working group to consider in future phases (see section 3.5).

2.2 We met with officers from Sheffield City Council who work on food and poverty issues; we talked to a range of food banks and food projects operating in the City, and organisations who provide support and advice to people in food poverty. Members of the group attended meetings held by [Together for Sheffield](#), which bring together food projects across the city on a weekly basis, and we heard from academics from the University of Sheffield who research food poverty and food insecurity.

2.3 We launched a 'Call for Evidence' asking people to tell us about their experience of food poverty. We received 45 responses via the online form, as well as some responses by phone and email. These were from a range of perspectives – people who have experienced food poverty, people who work with food projects and advice/support organisations, and our frontline staff who work with people in food poverty. The information we gathered through this process, alongside case studies from Sheffield Citizen's Advice and food projects has helped us to put people's lived experience at the heart of our work.

2.4 Our discussions have been thought-provoking and wide-ranging. Links to the information we considered, and notes of our meetings are listed in appendix 1. The evidence we have gathered in this phase of the review will be available to inform future phases.

3 Our Findings and Recommendations

In this first phase of our work, we were keen to understand the role of the Council in relation to food poverty and food projects. Our questions to contributors focussed on what the Council could and should be doing in this area. Through our many and varied discussions, four key themes emerged, around which we have made our recommendations: **Strategy & Culture; Developing a comprehensive network of food support – mapping and development; Navigating the system; Leadership.**

3.1 Strategy & Culture

3.1.1 A key message that came through in many of our conversations, is that food poverty is the ‘tip of the poverty iceberg’. The root cause of food poverty is people not having enough income to meet their needs – and food is a cost that can be ‘squeezed’ - unlike rent and utility bills.

We heard consistent themes around why people find themselves in food poverty:

- **Insufficient income** – insecure work, gig economy, zero hours contracts, job losses due to Covid, insufficiency of Universal Credit. Exacerbated by lockdown – more people at home during lockdown, higher utility bills.
- **Welfare** -benefit sanctions and deductions, waiting for first universal credit payment, benefit cap, bedroom tax, people unaware of their benefit entitlements.
- **Debt** – rent arrears, debt – illegal loan sharks and approach to public sector debt collection/repaying overpayments.
- **Access to affordable food** - unable or can't afford to travel to access cheaper supermarkets. Covid affected the availability and cost of supermarket delivery slots. Cooking equipment and fridge and freezer space are an issue too.

Food banks also reported that they are seeing lots of people with mental health issues – for whom current mental health service provision is not sufficient, and victims of domestic violence – who they don't have the skills or resources to properly support.

3.1.2 Emergency food aid, whilst vital, is only a sticking plaster – we need to deal with the myriad of underlying issues - housing, employment, income maximisation to name but a few, to achieve long term solutions. Whilst some of these are out of local control – for example issues around Universal Credit, we believe that a joined up strategic approach to tackling poverty, including food poverty, with a tangible action plan underpinning it is essential for moving this agenda forwards.

We support the Council's development of a Tackling Poverty Framework for Sheffield, and the commitment to developing a Tackling Poverty Action Plan as part

of this – but all of our contributors were keen to stress that urgency around this is building. We know that Covid has disproportionately affected our poorest communities, and the worst is yet to come. We are approaching the ‘cliff-edge’ as some of the temporary Covid protections and support, such as furlough, Universal Credit uplift, stay on evictions etc. are removed. This adds further weight to calls for development of the Tackling Poverty Action Plan to be prioritised.

- 3.1.3 However, we’ve all heard the saying that ‘culture eats strategy for breakfast’. Through our call for evidence we heard that people often feel ashamed and embarrassed to ask for emergency food or financial aid, and that our own internal approaches and processes don’t always make it easy for people to access, or even be aware of, help that they are entitled to.

The Council should be challenging perceptions and stigma that deter people from accessing support; and advocating for Sheffield people to get the help and support they are entitled to – gateway, not gatekeeper. Actions to drive this culture change should be included in the Tackling Poverty Action Plan.

People told us that the process for applying for emergency financial aid can be lengthy and difficult, and that long phone waits on helplines can be problematic for people with limited phone credit. We need to ensure that our processes are efficient, joined up, and reflect this culture of advocating on behalf of Sheffield people.

Recommendations

- 3.1.4 Sheffield City Council should implement the Tackling Poverty Framework by prioritising development of the Tackling Poverty Action Plan. Tackling Food Poverty should be one element of this. It should be a citywide effort, across public services, the VCF, communities and business, and take a long term, structural approach to find lasting solutions.
- 3.1.5 As part of the action plan, Sheffield City Council should identify ways to foster a culture that challenges stigma, and ensures that Sheffield people are aware of, and able to access the benefits that they are entitled to.
- 3.1.6 Sheffield City Council’s processes should reflect this culture – and ensure that there aren’t any unnecessary barriers to people accessing support. We should consider how our processes that affect people in hardship - eg, council tax support, rent, poverty related grants, could be improved.

3.2 Developing a comprehensive network of food support – mapping and development.

3.2.1 We heard how attempts to map food support in the city by VAS, Sheffield City Council and Together for Sheffield, have resulted in information being collected from over 30 food projects. It has shown us that there is a vast array of approaches across the city, from small church and community-based food banks, providing 10-20 emergency food parcels a week, to larger food banks providing broader services such as debt advice, on to food projects providing cooked meals and social opportunities for hundreds of people a week. However, this mapping exercise has not been comprehensive, and there are inconsistencies in the information collected so far, which require further verification.

The food projects we spoke to told us that collaboration and collective working between food projects has improved greatly over the last year, partly driven by the response to the pandemic, but there were also concerns that without a comprehensive map of provision we don't know whether there is equitable access to food support across the city. Without this knowledge it is hard to know where to focus efforts to encourage new initiatives – or indeed to deter them where existing provision is sufficient. Understanding the provision available is also the first step in being able to help people access the right service for them – which we consider in section 3.3.

3.2.2 There has also been an attempt to understand food provision in Sheffield using Dr Megan Blake's '[Food Ladders' model](#). We spoke to Dr Blake, a researcher from the University of Sheffield about her work on food security - which is broader than food poverty and recognises issues of access and capability (see notes from meeting 3). Dr Blake's 'Food Ladders' model is aimed at building local resilience to food insecurity by developing three levels, or 'rungs' of intervention:

- **Catching:** a starting point for those in crisis eg emergency food aid
- **Capacity building:** supporting those who are not in crisis, but who might be struggling to access and/or afford good food, interventions that connect people and networks around food, enabling communities to build on their assets – eg shared cooking/eating projects, pantry schemes
- **Transformational:** self organised projects that meet the needs of the community as defined by the community, capitalising on local assets eg social enterprises, food growing projects.

Provision in an area should enable people to move through these rungs of the ladder. Of the 'Food Ladders' mapping done in Sheffield so far, most of the provision falls into the 'catching' category. Whilst this is vital for supporting people in crisis, we have already noted that emergency food aid is a sticking plaster.

We have seen how support beyond emergency food aid at these 'catching' projects, for example the work of [Sheffield Citizen's Advice in food banks](#), providing advice on debt, benefits and income maximisation, can be instrumental in helping people out of crisis. We need to ensure that there is then enough 'capacity building' support – for example cook and eat projects, community pantry projects – for people to move through the rungs of the 'Food Ladder'.

We recognise the importance of food in bringing people together, strengthening communities, and reducing social isolation; and we recognise the challenges that Covid has brought with it for this type of activity. Our work with food projects should reflect this, aiming to strengthen the ability of communities to support each other, and avoid institutionalising crisis support.

Recommendations

- 3.2.3 Sheffield City Council should consider how it can work with food partners to accelerate the mapping of food support across the city.
- 3.2.4 Sheffield City Council should work with food partners to ensure that when people access emergency food aid, they are also able to access wider forms of advice and support to help move beyond crisis.
- 3.2.5 Sheffield City Council should consider how it can work with food partners to encourage joint working across the sector, to ensure that we have a range of viable initiatives in Sheffield beyond emergency food provision, that enable people to move through the rungs of the 'Food Ladder' - such as social eating projects and community pantries.

3.3 Navigating the System

- 3.3.1 In the previous section we noted the range of food support that is available across the city. We heard through our call for evidence that for many, this picture of support is complicated – with lots of organisations offering different services with different eligibility criteria and different referral processes. Frontline staff and support workers told us that they were unclear where to direct people to, and people seeking support told us they weren't sure where to go for information.
- 3.3.2 Contributors told us that there is a role for the Council in helping people to find the right support for them – in identifying pathways and mapping 'routes in'. We know that there are a variety of ways we could do this, and have done successfully in other policy areas, such as the [Asylum Journey Sheffield](#) which details support available for asylum seekers, and the [Sheffield Flourish Mental Health Guide](#). One response to our call for evidence suggested that we should develop a searchable online resource that details what support is available and what the requirements are to access it, as well as considering how we make information available to those without phone or internet access.

Recommendations

- 3.3.3 Sheffield City Council should consider how it can work with partners to develop mechanisms to help people find and access the right form of food support for them.

3.4 Leadership

- 3.4.1 We've seen through this work that food poverty and food insecurity are complex issues. Projects tackling food poverty are often not only addressing poverty – but other issues too – including waste, sustainability, community asset building. This cuts across a wide range of council activity – economy, environment, health and wellbeing, community development.
- 3.4.2 There is no natural political or organisational 'home' for this agenda currently within council structures. We feel that identifying and articulating where internal leadership on this lies, will help us to drive progress and improve outcomes for Sheffield people.

Recommendation

- 3.4.3 Sheffield City Council should identify where internal political and organisational leadership on poverty, food poverty and food insecurity sits in order to drive progress on this cross-cutting agenda.

3.5 Areas for future consideration

3.5.1 This interim report represents the findings of the first phase of this work. We have identified further areas for consideration in future phases of this work:

- **Free school meals** – encouraging take-up, holiday provision, cash vs vouchers, provision for those with no recourse to public funds.
- **Food supply** - how food is circulating around the system, where its coming from, and whether there is equitable access.
- **Learning from other areas** – considering approaches in other cities to developing new food projects and initiatives eg Bread and Butter Pantry in Manchester.
- **Food growing** – considering food growing projects and their role in tackling food poverty.

4 Conclusion

We'd like to thank everyone who has given their time, energy and thought to this working group. Hearing such a wide range of views has helped us to better understand the response to food poverty in Sheffield, and informed our thinking and recommendations.

We'd also like to thank the individuals and organisations, large and small, who work so hard in our communities responding to food poverty – your dedication and commitment, especially over the last year with all of the difficulties Covid has thrown at us – has not gone unnoticed and we applaud your efforts.

This process has shown us that we have a rich and diverse offer of food provision across our city. It's shown us that this is a strength we can build on, as we develop a better understanding of what provision is out there, and look at how we can better help people to access the right form of support for them. It's shown us that we need a strategic approach and culture that tackles the underlying, structural causes of poverty, and clear leadership to drive this complex and important agenda forwards.

We look forward to the response to our recommendations, and further discussions on how we can improve our response to food poverty. This interim report marks the beginning of the conversation, not the end. We recognise that there is much still to consider in relation to food poverty, and we look forward to seeing the findings and recommendations of future phases of the work.

Food Poverty Scrutiny Working Group

March 2021

**Overview and Scrutiny Management Committee
Food Poverty Working Group
Evidence Gathering Sessions**

Meeting 1

Witnesses:

Colin Havard, Community Development Co-Ordinator, Sheffield City Council
Cat Arnold, Policy & Improvement Officer, Sheffield City Council
Jess Wilson, Health Improvement Principal, Sheffield City Council
Emma Dickinson, Strategic Commissioning Manager, Sheffield City Council

Documents:

[Food Poverty Briefing](#)
[Notes from meeting](#)

Meeting 2

Witnesses:

Clare Lodder & Ellen Taylor, Sheffield Citizen's Advice
Terry Gallagher & John Hull, S2 Foodbank
Rene Meijer, Food Works
Graham Duncan, St Mary's Church

Documents:

[Advice in Foodbanks – Sheffield Citizen's Advice report](#)
[S2 Foodbank briefing](#)
[Food Works briefing](#)
[Notes from meeting](#)

Meeting 3

Witnesses:

Dr Megan Blake, University of Sheffield
Shakila Sharif, Food Worker, Voluntary Action Sheffield
Colin Havard, Community Development Co-ordinator, Sheffield City Council

Documents:

[Food Ladders Briefing](#)
[Pantries Impact report](#)
[Food Research Highlights](#)
[Notes from Meeting](#)

Meeting 4

Documents:

[Overview of Call for Evidence results](#)
[Case Studies – Sheffield Citizen's Advice](#)
[Tales from the Foodbank – Case Studies](#)



Author/Lead Officer of Report:
Abby Brownsword/Principal Committee Secretary

Tel: 27 35033

Report of: *Executive Director, Resources*

Report to: *Co-operative Executive*

Date of Decision: *22 September 2021*

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 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 with over 20 years' service.

Background Papers: None

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

1. PROPOSAL

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>People Portfolio</u>		
Melanie Ainsworth	Care Manager, Adult Services	38
Lynn Hadfield	Business Support Officer	24
Gail Hattersley	Senior Practitioner	23
Donna Looker	Care Manager	34
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Author/Lead Officer of Report: Robyn Pryor,
Commissioning Officer

Tel: 0114 205 6867

Report of: Alexis Chappell, Director of Adult Health & Social Care

Report to: Co-operative Executive

Date of Decision: 22/09/2021

Subject: Extension to the Home Care and Supported Living Framework Contract

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 Executive Member Portfolio does this relate to? Health and Social Care		
Which Scrutiny and Policy Development Committee does this relate to?		
Healthier Communities and Adult Social Care 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? (ASC/RP/BK/210721)		
Does the report contain confidential or exempt information?	Yes <input type="checkbox"/>	No <input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-		
<p><i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i></p>		

Purpose of Report:

The purpose of the report is to request an extension of 18 months to the current Home Care and Supported Living Framework contract, which is due to expire October 3rd 2021.

The report will highlight the importance of ensuring continuity of care that meets the needs of people in the city by extending the current framework while the future model of home support is developed ready for implementation.

In addition, the report will highlight the changes required to deliver long term, quality and sustainable care markets that deliver on our ambitions for people in Sheffield and how the extension will enable these to be incorporated into the future model.

Recommendations:

It is recommended that the Co-operative Executive:

- Approve the proposed 18-month extension to the current Home Care and Supported Living framework as outlined in this report.
- Approve contract extensions being issued to all current framework providers on the Home Care and Supported Living framework for the 18-month extension.

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Ann Hardy
		Legal: Gemma Day
		Equalities: Bashir Khan
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	Alexis Chapel
3	Executive Member consulted:	George Lindars-Hammond
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: Robyn Pryor	Job Title: Commissioning Officer
	Date: 13/08/2021	

1. PROPOSAL

1.1 The Home Care and Supported Living markets have been remarkably resilient throughout the Covid-19 pandemic. The pressures placed on the care services have highlighted the need for change to ensure the long term sustainability of quality and diverse care services that meet the needs of people in the city. It is recognised that transformational change is required to ensure the quality and safety of services, and to meet our Statutory Duty under the Care Act 2014.

1.2 Many more people are being supported to live independently, safe, and well at home. This has resulted in an almost 100% increase in the number of home care hours being commissioned. This is because more people are living at home longer and there are larger care packages required to support increased acuity and complexity of some of those people living at home.

1.3 It is essential to ensure that we have the appropriate models of care, and a care workforce and infrastructure that is fit for the future. In particular we must ensure that care at home can support the diverse range of needs in the city with quality care. This means good leadership, robust systems and processes and a stable workforce staff with skills, knowledge, and experience underpinned by fair pay, terms and conditions.

1.4 A minimum of 18 months extension to the current home support framework is required to enable commissioners to work with people who use services, with the provider market and their workforce and with other stakeholders in health and social care to develop and procure the future model of home care and supported living. The new contract would therefore commence on 10 April 2023.

1.5 **Current market intelligence**

The Operational Commissioning service has collaborated with contracted providers in both home care and supported living, with an open dialogue about the common challenges faced, and the challenges they face in delivering quality and sustainable services.

The **Supported Living** market is relatively stable and has seen less fluctuation in demand over the last two years than home care. There is plenty of scope however to develop a more ambitious model of care that increases people's choice and control over their support and their lives. The extension will enable the team to develop this new model with stakeholders over the next 18months.

The **Home Care** market consists of 36 contracted home care providers in Sheffield who employ 1,800 care workers, and collectively deliver:

- up to 42,000 hours of care each week
- to 2,800 people in receipt of care
- completing 2.1 million care visits annually

The market has remained resilient throughout the pandemic but in the last few months has begun to struggle with continued increases in demand. This has been exacerbated by the need for self-isolation as a result of track and trace in relation to the pandemic, and the seasonal challenges of the school holiday period, all of which have had a detrimental impact on workforce capacity.

1.6 **The case for change in home care:**

Home Care

Home care is a vital service which supports, and directly impacts people and their families across the city, many of whom are among our most vulnerable citizens. Despite being one of the most inexpensive elements of the health and social care system, home care is crucial in enabling people to remain at home, leave hospital quickly and avoid or delay moving to permanent residential care.

However, despite improving CQC ratings, there are too many examples where home care doesn't function well for people, their families and carers, nor the workers providing the service, while demand, and consequentially costs, continues to increase.

Furthermore, there are significant systemic constraints and inefficiencies which hinder the efforts of care workers and other professionals, present barriers to better outcomes for people and result in already limited funding being spent trying to put things right.

Recruitment and retention of the 1,800 strong commissioned workforce is seen as a priority, with annual turnover of care workers as high as 57% per annum, with vacancy rates of 12.5%. The turnover of care workers has a detrimental impact on continuity of care with the relative inexperience of many care workers driving up failure demand.

We need to ensure care and support people receive at home is person-centred, reliable, and responsive, delivering the best possible outcomes for all. It is also essential that it represents the best possible value for money and is fit for the future, meeting the changing needs, demographics, and desired outcomes of the citizens of Sheffield.

Supported Living

While the Supported Living market is stable, people who use supported

living and their families want to work with us to develop a model of care that is more focused on outcomes and ensuring they have as much independence, choice and control over their care and support as possible.

Work is underway to explore how supported living might be delivered differently to derive better outcomes, both for people, and the wider health and social care system. This work is at an early stage and there is a need for a robust framework review involving a full range of stakeholders; individuals in receipt of services, advocacy groups, carers groups, providers, social care and health colleagues to evaluate the current framework and make recommendations for the future.

Individual Service Funds: One example of a more empowering model of supported living is Individual Service Funds (ISFs) whereby a provider holds the person's care and support budget and supports them to spend it to meet their needs. We are currently carrying out a, ISF pilot to test the objectives of increased control, choice, and flexibility for people in managing their support.

If ISFs are to be included as part of the next Supported Living Framework this will require development time with our systems and finance colleagues to identify how our social care recording and accountancy systems can best support this.

Enhanced Framework for Supported Living: We are also part of a regional framework for individuals with learning disabilities and/or autism who have complex needs. This has a particular focus on people moving from long term institutional care into more independent living (Transforming Care pathway) and seeks to enable individuals in long term hospitals and out of city residential placements to return to the city and integrate into the community in a less restrictive environment. In the last four months we have started awarding packages via this framework. The current regional framework finishes in April 2022 and while there may be an extension, there have been some aspects of the framework that we feel need improving to meet Sheffield's requirements and ambitions. We are considering the option of developing our own Enhanced Framework which again needs time to adequately consult and develop our thinking

Autism commissioning: Strategic commissioning are currently developing a vision for the future of Autism services across the city. It is likely that the report will comment on the current support offer and may make future recommendations to how this is delivered in the future. As Adult Social Care have moved away from specialisms to generic working it would be wise for us to consider whether a future framework could meet the needs of the autistic community better than the current specification which is heavily geared towards learning disabilities.

1.7 **Transformational ambitions**

The challenges and ambitions set out above need to be resolved to ensure the long term delivery of sustainable and affordable services, which deliver the best possible outcomes and service experience for people in receipt of care.

Our transformational ambitions:

- Health and social care activities are integrated to deliver the best possible service to people in receipt of care
- Services benefit from the having right information at the right time, supporting well-informed, timely decisions that improve outcomes for people in receipt of care
- Services work collaboratively across the public, private and voluntary sectors with the person at the centre
- Services embrace technology to maximise independent living and improve the customer experience
- Services are measured on outcomes with a decreasing focus on ‘time and task’.
- Maximising people’s potential for independent living is everyone’s business, with enablement being a key component of the new services

Due to the challenging nature of our ambition, we will need the appropriate time to deliver the change, taking a range of key stakeholders on a journey with us, not least people in receipt of care, our care providers and partners across the health and social care system.

We will need the necessary time to consult the people who receive care already, and time to develop the care provider market for the expanded role that we envisage.

Therefore, it is requested that an extension of 18 months is granted on the current model of care, to allow sufficient time to implement and tender for the new service models.

1.8

Key milestones

Cooperative Executive approval 18 Month Contract Extension	22.9.21
Stakeholder Mapping Communications and Engagement Plan	31.10.21
Soft Market Testing	27.02.22
Service Specification	30.06.22
Cooperative Executive Approval Procurement	31.07.22
ITT	31.08.22
Contract Award	30.12.22
Contract Mobilisation	07.04.23
Contract Go Live	10.04. 23

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 Customer satisfaction is at the centre of the transformational change with co-production activities underway supported by an 'Expert by Experience Group' in home care, to inform and shape the new model of care. This will ensure it meets the needs and wants of people in receipt of care, their families and carers.
- 2.2 The transformational changes outlined contributed to the wider re-modelling of home care as part of the Adult Health and Social Care One Year Plan.
- 2.3 The work also contributes to the Adult Health and Social Care Operating Model Capacity Proposal and is a key component of the Adult Health and Social Care Transformational Programme.
- 2.4 The overarching principles of the transformational ambitions detailed in section 1.7 are consistent with the Corporate Plan.
- 2.5 The plans to develop a collaborative 'Recruitment and Retention Toolkit for Home Care' will see employment opportunities in the City with the aim of ensuring that we have a commissioned care workforce reflecting the ethnicity, cultural and religious diversity of the population.

The work that is currently underway in relation to the 'Care Sector Routeways' funded in part by the European Union Social Fund Commission, supports job seekers to enter and progress in work across the Care Sector, which adds social value and will benefit the economy.

- 2.6 The transformational change activities will seek to reduce health inequalities, with the new models of care subject to stringent Environmental and Equality Impacts Assessments.

The new model for home care will support care providers to work in relatively compact areas, reducing their carbon footprints.
- 2.7 It has been identified that the elapsing of the contract without a new framework in place to start will impact upon the ease of access to services for people needing to receive care.
- 2.8 The extension of the current framework and contracts will ensure that we continue to meet the ambitions within the Joint Health and Wellbeing Strategy that everyone has access to quality care.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Consultation has not been completed specifically in relation to the extension of the contract. However, we will be undertaking a range of

consultation activities in support of the new models of care, which will be further detailed in the submission of forms 1 and 2 at a later stage in relation to the re-procurement process.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

4.1.1 Decisions need to take into account the requirements of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. This is the duty to have due regard to the need to:

- eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act
- advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- foster good relations between persons who share a relevant protected characteristic and persons who do not share it

4.1.2 The Equality Act 2010 identifies the following groups as a protected characteristic: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation.

4.1.3 An Equality Impact Assessment has been completed and is summarised below:

- The extension of the contract will prevent unnecessary disruption to continuity of care, which would have negative impacts upon the people in receipt of services
- The extension will allow continued equitable access to home care and supported living services for Sheffield residents
- There are no anticipated impacts upon persons of protected characteristics as a result of the extension

4.1.4 The proposals will support to ensure that the market remains stable over the next 18 months, and will continue to ensure the availability and quality of care delivered to vulnerable adults with eligible social care needs. The extension of the contract would not impact disproportionately on any section of the service user population.

4.2 Financial and Commercial Implications

4.2.1 The current arrangements for paying Home Care and Supported Living Providers requires significant manual intervention by Commissioning staff at the Council and can be onerous for providers to supply the data. The review of the how we commission home care and supported living going forward, as set out above, is anticipated to deliver benefits to all parties involved and for the Council help to manage demand and drive

efficiencies in the market.

The extension to the existing contracts will delay these benefits being realised but will enable the Council time to implement change in a controlled manner and to ensure that we get it right the first time.

The requested extension will total an overall contract period of 5 ½ years. Regulation 33 of the Public Contracts Regulations (PCR) 2015 state that only under exceptional circumstances should a framework be extended beyond 4 years. This extension request therefore introduces a potential risk of challenge from Home care providers in the market. The Council can seek to rely upon Regulation 72 of PCR 2015 which is detailed in section 4.3.

If this request is approved, then all Framework providers must be offered the contract extension and must sign and return the extended contract to remain as active providers to the extended framework.

4.3 Legal Implications

4.3.1 Under the Care Act 2014, the Council has a duty to meet the eligible needs of those in its area and it fulfils this duty in part through Council arranged services.

4.3.2 The Council also has functions under the Care Act 2014 to ensure that people in receipt of care:

- receive services that prevent their care needs from becoming more serious, or delay the impact of their needs;
- can get the information and advice they need to make good decisions about care and support;
- have a range of provision of high quality, appropriate services to choose from.

4.3.3 Home Care and Supported Living Services are core elements of the local offer of services that support people in their communities.

4.3.4 Framework agreements wouldn't usually be for longer than 4 years. However, there is scope within section 72 (1) (c) of The Public Contracts Regulations 2015 (PCR 2015) to extend the framework beyond four years, as long as the following circumstances are met:

“(c) where all of the following conditions are fulfilled:—

(i) the need for modification has been brought about by circumstances which a diligent contracting authority could not have foreseen;

(ii) the modification does not alter the overall nature of the contract;

(iii) any increase in price does not exceed 50% of the value of the original contract or framework agreement"

4.3.5 The Covid-19 Pandemic is not something that the Council could have reasonably foreseen. If officers are also satisfied that the extension does not alter the overall nature of the contract, and that the 18 month extension will not exceed 50% of the value of the original framework agreement then PCR 2015 does provide the Council with the ability to extend the framework. The above assessment is subjective and could potentially provide a risk of challenge.

4.3.6 The European Convention on Human Rights requires local authorities to take into account their 'positive obligations' to actively promote and protect the rights of people as described in the Convention and maintains that providers of publicly funded home care should consider themselves bound by the Human Rights Act 1998.

4.3.7 There is a legal duty upon The Council under the Care Act to have open and transparent invoicing. The new payment model will support with better compliance with this.

4.4 Other Implications

4.4.1 There are further implications to consider at this time.

5. **ALTERNATIVE OPTIONS CONSIDERED**

5.1 A light touch retender was considered instead of an extension; however, this was not supported by Legal or Commercial Services as it was seen as being non-compliant with the Public Contracts Regulations 2015, given the size of the market and cost.

6. **REASONS FOR RECOMMENDATIONS**

6.1 The current framework contract for Home Support and Supported Living is due to expire October 2021, and there is insufficient time to re-tender for services before this date. The extension to the current framework has been subject to detailed consideration over the last 12 months, in respect of alternative approaches, such as a light touch re-procurement, referred to in section 5. This, coupled with the consequential impact of the pandemic upon our internal resources, has had an impact on the timeline for a final decision.

We have previously communicated an informal notice of intent to extend the contract to the providers, clearly stating that this would be subject to final approval.

- 6.2 Should the framework contract expire without re-tender or extension, then we will be unable to contract any further council arranged services for Home Care or Supported Living.
- 6.3 Services until a re-tender could only be arranged via a Direct Payment, which puts unnecessary pressure upon the person in receipt of care to arrange, finance and manage their own care if this is not what they wish to do, or Direct Awards, which are generally far more expensive than what we currently contract for care, whilst still providing the time and task model of support. Transferring to a Direct Payment from a Council Arranged Service would also impact on Assessment and Care Management to carry out reviews and Mental Capacity Assessments.
- 6.4 As we will not have a contracted rate for care, any services procured will be purchased using each provider's own hourly rate, which will not only be more expensive, but will be unequal across the city, with people paying different prices for care dependent upon where they live and which providers have capacity to support them.
- 6.5 Additionally, any terms and conditions that we currently contract against, such as quality expectations, timescales for procurement, and quality monitoring, would no longer be enforceable, and would negatively impact upon The Council's ability to ensure that the services procured for Sheffield residents are appropriate and meeting their needs.
- 6.6 This extension will ensure:
- the Council continues to meet its Statutory duties under the Care Act 2014;
 - there are no adverse effects to residents currently in receipt of home care and supported living services, in terms of the continuity of their care services;
 - there is no adverse effect to both the Council and Sheffield residents currently in receipt of home care and supported living services, in terms of the cost of their care services;
 - sufficient time is granted to develop, test and implement new, sustainable and ambitious models of care.



Author/Lead Officer of Report:
Sarah Swinburn – Commissioning Officer

Tel: 07833435530

Report of: *Alexis Chappell, Director of Health and Adult Social Care*

Report to: *Co-operative Executive*

Date of Decision: *22 September 2021*

Subject: *Extension to the Extra care Housing Care and Support Contracts*

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? Health and Social Care				
Which Scrutiny and Policy Development Committee does this relate to? Healthier Communities and Adult Social Care				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <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:-				
<p><i>“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”</i></p>				

Purpose of Report:

The purpose of the report is to request an extension of 12 months to the current care and support contracts for the four, council-contracted Extra care Housing Schemes – Guildford Grange, The Meadows, Roman Ridge and White Willows, which are due to expire on the 1st October 2021.

The report will highlight the importance of ensuring continuity of care that meets the needs of people in the city by extending the current contracts while the future services are developed, procured and made ready for implementation.

The report will highlight how the extension is needed to ensure the design of the extra care model of support and accommodation contributes longer term to a diverse, quality and sustainable care market that delivers on our ambitions for people in Sheffield.

Recommendations:

It is recommended that the Co-operative Executive:

- Approve the proposed 12-month extension to the current Extra care contracts as outlined in this report.
- Approve the issue of 12 month contract extensions to the current care provider for all four Extra care Schemes.

Background Papers:

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

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Anne Hardy</i>
	Legal: <i>Laura Garvin-Smith</i>
	Equalities: <i>Ed Sexton</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission:
	<i>Alexis Chappell</i>

3	Cabinet Member consulted:	<i>George Lindars-Hammond</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
Lead Officer Name: <i>Sarah Swinburn</i>		Job Title: <i>Commissioning Officer</i>
Date: 24-08-21		

1. PROPOSAL

1.1 Proposal

- 1.1.1 Extra care services enable older people to continue to live independently within their own self-contained accommodation, with the added peace of mind from care and support services on site 24 hours per day if required. Schemes offer onsite facilities such as cafes, communal spaces and the opportunity to connect with a wide range of social activities, reducing the risk of social isolation and loneliness, plus also continuing to be a citizen within the wider community, resulting in a positive impact on the wellbeing of older people. Extra care has been remarkably resilient throughout the Covid-19 pandemic.
- 1.1.2 Extra care is a type of 'housing with care' which supports people to retain as much independence as possible while also supporting with care activities such as washing, dressing, going to the toilet or taking medication, where tenants have an assessed eligible need, plus the availability of unplanned care. Sometimes referred to as 'wrap around care', or 'overarching support', the unplanned care is available to all tenants, including tenants who are fully independent and not in need of assistance with any activities of daily living.
- 1.1.3 A thorough service review has been completed which has identified key areas for service development across the 4 schemes that will underpin the long-term sustainability and quality of the services and maximise people's independence in line with our Statutory Duty under the Care Act 2014. To effectively develop the new services, a 12-month extension to the present contracts with the care provider is required.
- 1.1.4 The current extra care services benefit from a high quality, resilient care provider, with all 4 contracts currently in a steady state. The proposed 12-month contract extension will allow for continuity of the care and support services in the 4 existing Sheffield Extra care Housing Schemes – Guildford Grange, The Meadows, Roman Ridge and White Willows.
- 1.1.5 The care provider has demonstrated a willingness to support the proposed

12-month contract extension. We have a strong, trusted collaboration with the provider who is actively helping (without prejudice and amongst a range of stakeholders) to inform and shape our future commissioning intentions.

1.2 Current Market Intelligence

- 1.2.1 201 tenants reside in the 4 extra care schemes, of which 118 are in receipt of adult social care services. The market remains stable despite the challenges of the pandemic.
- 1.2.2 The main impact of the pandemic in extra care has been the difficulty in filling vacant flats, which has seen the number of voids rise. This has been the result of many prospective tenants being reluctant to take up the tenancies being offered, choosing to postpone any moves until the effects of the pandemic have abated.

1.3 The Need for Change

- 1.3.1 The extra care services are important in that they support individuals to live independently, safe and well, preventing avoidable admissions to hospital and preventing or delaying the need for residential care.
- 1.3.2 The recent service review highlighted the challenges associated with the unplanned care element of the service. The unplanned care interventions are costly to provide due to low demand and a permanent carer presence on site throughout the night, with only a small number of these care interventions meeting their intended purpose.
- 1.3.3 The cost of unplanned care needs to be more affordable, with discussions taking place with other commissioners in Leeds, North Yorkshire and Grimsby local authorities to learn from their experiences.
- 1.3.4 The current care and support services are constrained by a procurement model that means homecare is commissioned based on 'time and task'. The wider strategic shift, driven by our home care transformation programme, to outcome-based service delivery will support person-centred care, ensuring services are more flexible and responsive in meeting people's needs.
- 1.3.5 One of the key challenges in extra care is maintaining the right balance of care, to promote a vibrant independent living community which is inclusive. It is important that these inclusive communities support and enable tenants with dementia to live well and be active participants.

There needs to be more consistency throughout the extra care schemes from a best practice perspective. An integrated approach to the delivery of care and support services across Health, Housing and Social Care will deliver the best possible service experience and promote better outcomes for the tenants.

1.4 Transformational ambitions

The challenges and ambitions set out above need to be resolved to ensure the long-term delivery of sustainable and affordable services, which deliver the best possible outcomes and service experience for people in receipt of care, their families and carers.

- Tenants are placed at the centre of all our practices
- Health, Housing and Social Care activities are integrated, with tenants experiencing a seamless service.
- The right information, at the right time, in the right format, supports care professionals to make well informed, timely decisions and interventions.
- Tenants are connected within their immediate community and their wider local community through activities such as cinema evenings.
- Outcome based services provide tenants with person centred care.
- Tenants are supported to live well with Dementia in a supportive vibrant independent living community.

There are ongoing challenges associated with the pandemic which continues to put pressure on the available capacity in the commissioning team alongside the procurement exercise to support the new Independent Living Scheme Buchanan Green, which is currently scheduled to open in Spring 2022.

It is important that the design of the extra care services for the future is developed with the engagement of existing tenants to help inform and influence changes to services, and to mobilise the new contracts.

Therefore, it is requested that an extension of 12 months is granted to the 4 current contracted services, to allow sufficient time for engagement and to procure and mobilise the new services.

Key Milestones

Co-operative Executive approve proposed 12 Month Contract Extension	22 September 2021
Engagement Phase – People in receipt of care, family, and carers	September to December 21
Soft Market Testing	Jan to Feb 22
Service Specification	March April 22
Co-operative Executive Approval Procurement	16 March 22
ITT	April 22
Contract Award	July 22
Contract Mobilisation	July 22
Contract Go Live	1 October 2022

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 Customer satisfaction is at the centre of the transformational change we are driving in homecare and extra care. The work on the new service design is supported by an 'Expert by Experience' with an Alzheimer's diagnosis and draws on the feedback gathered from Sheffield citizens as part of the emerging Adult Social Care Strategy for the city.
- 2.2 The 'Outcomes Based Test Bed' currently being pioneered in The Meadows extra care Scheme is supporting the strategic shift from 'time and task' to outcome-based service delivery with the aim of expanding this to all tenants at the four extra care schemes. This outcome-based approach also supports the development of the blueprint for our new 'Care and Wellbeing Service' which is being developed through the Home Care Transformation Programme.
- 2.3 The overarching principles of the transformational ambitions detailed in section 1.4 are consistent with the Corporate Plan, the emerging Adult Social Care Strategy and the Adult Social Care Transformation Programme.
- 2.4 The planned transformational developments to this model of care are expected to reduce health inequalities, with the new services subject to a stringent Equality Impact Assessment.
- 2.5 Provision of effective, efficient extra care will contribute to achieving these aims by supporting adults to live more independently in their own extra care home. The services will be delivered to adults over 55 years of age with a wide range of physical, medical and other health and care needs; supporting people to increase and to maintain their independence and wellbeing leading to improved outcomes.
- 2.6 Extra care is a model of housing with care which enables Health and Social Care services to provide managed care in the person's home and prevent unnecessary hospital admission and readmission.
- 2.7 This proposal also assists the council to meet its statutory duties under the Care Act 2014.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Consultation has not been completed specifically in relation to the extension of the contract. However, we will be undertaking a range of consultation and

engagement in support of the new service developments, which will be further detailed in the report seeking approval for the procurement of the new service next year.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 An ongoing Equality Impact Assessment has been undertaken (EIA 959) in respect of the re-procurement of the extra care contracts. This has been reviewed and updated to take account the proposed 12 month extension to the contracts.
- 4.1.2 Should the extension not be approved, resulting in the expiry of contracts (no onsite presence, planned or unplanned care services), there would be significant negative implications.
- 4.1.3 All tenants (total of 201 across the 4 schemes) would be affected by the expiry of the service, whether they have care or non-care needs. Extra care is specifically designed for older people, particularly 55 years and older. Presently 90% of tenants are over 60, with a large proportion having varying mobility issues, it is estimated around 17% have a disability. The majority of people are male (65%), white-British (98%) and of a Christian / Church of England religion.
- 4.1.4 Tenants would be anxious and worried, with potential damage to Sheffield City Council's reputation in relation to Extra care. Tenants could move out of the schemes, with less interest in Extra care, with the consequential voids making the schemes financially unviable. This would also damage the excellent working relationships and collaborations with the scheme landlords.
- 4.1.5 Alternative care and support provision would need to be secured for example from the Home Care Framework. It would require focused communication and collaboration with tenants, their family/friends, plus landlords. All of which would put further demands on the commissioning service during a critical time, in continuing to manage the challenges presented by the pandemic.

4.2 Financial and Commercial Implications

- 4.2.1 The Council's financial position requires all budgets to be tightly monitored and the longer-term changes to the design of extra care is key to achieving positive outcomes within financial constraints.

The cost of the extension will be £1.3m and this is contained within the current financial envelope for Extra care costs. No additional resource will be needed to extend the contract.

4.3 Legal Implications

4.3.1 Under the Care Act 2014, the Council has duties to meet the eligible needs of those in its area. The Council fulfils this duty in part through Council arranged services.

The Council also has functions under the Care Act 2014 to ensure that people in receipt of care:

- receive services that prevent their care needs from becoming more serious, or delay the impact of their needs;
- can get the information and advice they need to make good decisions about care and support;
- have a range of provision of high quality, appropriate services to choose from.

Extra care is a core element of the local offer of services that support people in their communities and it helps the Council to meet its duty to promote the dignity, physical and mental health and wellbeing of its supported people. The schemes are operated under 4 individual contracts, which are currently vested in one provider. For the purposes of applying the Public Contracts Regulations 2015, however, they are discussed as if one contract.

The preceding contracts for the schemes ran from September 2019 up until 31 March 2021 and included an option for the Council to extend the agreements for a further period of up to 12 months. This option was partially utilised in September 2020, when the agreements were extended up to 1 October 2021. Had the full option been utilised the contracts would be in place until end of March 2022.

These contracts would usually be required, and a full procurement process carried out, in line with the Public Contracts Regulations 2015.

There is scope within section 72 (1) (e) of The Public Contracts Regulations 2015 (PCR 2015) to make modifications to the contract(s):

72.—(1) Contracts and framework agreements may be modified without a new procurement procedure in accordance with this Part in any of the following cases:—

.....

(e) where the modifications, irrespective of their value, are not substantial within the meaning of paragraph (8);

.....

(8) A modification of a contract or a framework agreement during its term shall be considered substantial for the purposes of paragraph (1)(e) where

one or more of the following conditions is met:

(a) the modification renders the contract or the framework agreement materially different in character from the one initially concluded;

(b) the modification introduces conditions which, had they been part of the initial procurement procedure, would have:

(i) allowed for the admission of other candidates than those initially selected,

(ii) allowed for the acceptance of a tender other than that originally accepted, or

(iii) attracted additional participants in the procurement procedure;

(c) the modification changes the economic balance of the contract or the framework agreement in favour of the contractor in a manner which was not provided for in the initial contract or framework agreement;

(d) the modification extends the scope of the contract or framework agreement considerably;

(e) a new contractor replaces the one to which the contracting authority had initially awarded the contract in cases other than those provided for in paragraph (1)(d).

The above assessment is subjective and could potentially be susceptible to challenge.

4.4 Other Implications

4.4.1 None

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 No further options were judged to be feasible at this time.

6. REASONS FOR RECOMMENDATIONS

6.1 The current four contracts for extra care are due to expire October 2021, and there is insufficient time to re-tender for services before this date. The extension to the current framework has been subject to detailed consideration over the last 12 months. This, coupled with the impact of the pandemic upon our internal resources, has had an impact on the timeline for a final decision.

We have previously communicated an informal notice of intent to extend the contracts with the provider, clearly stating that this would be subject to final

approval.

- 6.2 If the contract expires without being re-tendered or extended, we will be placed in a position where we are unable to contract for any further services across the 4 extra care sites, leaving the potential for no planned or unplanned care provision for the 201 tenants.
- 6.3 The withdrawal of this service by the onsite provider would significantly affect 118 tenants in receipt of planned care and support but would also have an additional effect on the capacity of the home care market where the alternative provision will need to be sourced, during an unprecedented period of demand on this sector and workforce.
- 6.4 Extra care housing enables older people to continue to live independently with the security of care and support services on site 24 hours per day. Following expiry of the contracts and until the re-tender process has been completed the onsite care and support presence, which is a key concept of Extra care, would no longer be available thereby undermining the principles of the provision.
- 6.5 In the event of the loss of the dedicated onsite extra care provider, planned care services would need to be procured from the Home Care Framework, or via a Direct Payment or Direct Award. These options will be generally more expensive, impacting on both the tenant and Sheffield City Council at a time of financial pressures.
- 6.6 The additional time sought through this request for an extension will also allow for the procurement of the care and support services at Buchanan Green Independent Living scheme which opens Spring 2022.



Author/Lead Officer of Report: *Ruth Bell, Head of Parks and Countryside*

Tel: 07867 150747

Report of: *Michael Crofts, Executive Director Place Portfolio*

Report to: *Cooperative Executive*

Date of Decision: *September 2021*

Subject: *Reduction in use of Glyphosate pesticide on land managed by Sheffield City Council*

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>Sustainable Neighbourhoods, Wellbeing, Parks & Leisure</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Economic and Environmental Well Being</i>				
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>967</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:-				
<i>"The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended)."</i>				

Purpose of Report:

This report seeks the approval of the Cooperative Executive to review the use of glyphosate on land managed by Sheffield City Council and make reductions in its use in a managed and targeted way.

Recommendations:

That the Cooperative Executive:

- Agree to review and reduce the use of Glyphosate on land managed by Sheffield City Council in a managed and targeted way
- Agree that Parks and Countryside cease using Glyphosate in the new season (April 2022) and assess the impact of these changes (using this work to help guide further changes across the city)
- Agree that two cemeteries (Norton and Beighton) undertake Glyphosate free trials for 2022
- Agree that two Glyphosate free trials are undertaken on Housing land (in the Longley area and Gleadless area) – exact details to be discussed and agreed
- Agree that a Glyphosate free trial take place on land managed within the Streets Ahead contract in Brincliffe – exact details to be discussed and agreed
- Agree that communication work be undertaken across the city highlighting the importance of these changes, why they are needed and how residents can participate
- Agree that consultation work be planned and carried out as the impacts of the changes become known to allow residents to share their views
- Agree that a further report detailing the outcomes of these trials be brought to a future Cooperative Executive meeting for consideration

Lead Officer to complete:-	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Kerry Darlow</i>
	Legal: <i>Louise Bate</i>
	Equalities: <i>Annemarie Johnston</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Michael Crofts</i>
3	Cabinet Member consulted: <i>Alison Teal</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.

	Lead Officer Name: <i>Ruth Bell</i>	Job Title: <i>Head of Parks and Countryside</i>
	Date: <i>8th September 2021</i>	

1. BACKGROUND

- 1.1 Sheffield City Council declared a Nature Emergency in June 2021 and as such it is important that the council leads initiatives that address the Nature Emergency and support and improve the biodiversity of the city.
- 1.2 Glyphosate is licenced for safe use as an herbicide in the UK until December 2022 (this may be extended to December 2025 following the UK's departure from the European Union).
- 1.3 The use of glyphosate to manage weeds and invasive species is currently undertaken responsibly in Sheffield on both soft and hard surfaces. The use of glyphosate has reduced significantly in recent years, however in 2020, 124.2 kg of Glyphosate was applied on sites directly managed within Sheffield City Council (including land managed by Parks and Countryside, Housing land, car parks and Property and Facilities Management land – this does not include Highways land).
- 1.4 Alternative (non-glyphosate based) products are available for use but do not perform as well at managing weeds. A small-scale trial in Sheffield established that these alternatives are less effective at controlling weeds and where they were effective, would have considerable cost implications. Therefore, it is considered that there are no suitable alternatives currently available for weed control, particularly on or under hard surfaces.
- 1.5 A petition was presented to Full Council in July 2021 to ask Sheffield City Council to ban the use of glyphosate on Council land. The petition triggered a debate on the plan to reduce and remove use of glyphosate where possible and received cross party support.

2. PROPOSAL

- 2.1 Sheffield City Council manages a significant amount of land across the city both directly and through strategic partners (such as Amey). The 'sections' of land management are determined as Parks and Countryside land, Bereavement Services land, Housing land and land managed within the Streets Ahead contract (largely highways land).
- 2.2 The proposal is to substantially reduce the use of Glyphosate across the estate in a managed and targeted approach. Some of this action can be taken immediately whereas in other areas, further research or negotiation is required to ensure the maintenance and access of our land and to better understand any cost implications of making this change.
- 2.3 To ensure that the complexities around some areas of land management (e.g. highways) do not prevent the Council taking any action, each 'section' of land management will be analysed individually, and decisions taken at the most appropriate level. Further formal decisions will be taken as the necessary information is available in order that decisions are

informed and transparent and further reports presented to Cooperative Executive for approval as required.

2.4 This proposal is to agree the principles of the approach and direction of travel.

2.5 **Parks and Countryside**

2.5.1 It is proposed that within all green spaces managed by Parks and Countryside, glyphosate use will cease immediately in shrub beds, floral displays, rose beds, hedgerows and planted areas. During this first phase of change, we do not propose replacing this with other herbicides or other methods of weed control. This will be reassessed throughout the growing season as the resulting changes become clear. Glyphosate would continue to be utilised in a limited capacity on hard surfaces where required to ensure that footpaths and other surfaces remain accessible and safe.

2.6 **Bereavement Services**

2.6.1 Given the sensitive nature of cemeteries and gardens of remembrance and the perceived link between visual appearance and the dignity of the deceased, it is proposed that changes in this area proceed more slowly than within Parks and Countryside. Glyphosate use will continue as required (with a view to immediately reducing its use where possible). A trial of a glyphosate free cemetery is proposed at Norton Cemetery (a cemetery that is closed to new burial plots) for 2022 and Beighton Cemetery (which remains open for new burials). Within cemeteries, to ensure access to burial plots and remembrance areas, it is likely that there will be some increase in strimming required. Glyphosate would continue to be utilised on hard surfaces where required to ensure that footpaths and other surfaces remain accessible and safe.

2.7 **Housing and Estates**

2.7.1 Accessibility and safe movement on and around housing sites is imperative and of concern when considering a reduction in the use of an effective herbicide. The implications of moving away from glyphosate need to be understood and potential alternatives need to be considered fully in order that particular groups of residents are not disadvantaged by this change. Two areas have been proposed to allow glyphosate free trials to take place – an area within Longley and an area within Gleadless. Further detail on these trial areas will follow, as will full consultation and communication with Ward Councillors and residents.

2.8 **Streets Ahead Contract**

2.8.1 Changes to the Streets Ahead contract need to be discussed, understood and agreed before changes can be made. Therefore, in order to not delay trials or progress in other areas, this element of our estate will proceed separately. A trial of a completely glyphosate free area for 2022 in Brincliffe is proposed. This trial will require support from residents to help manage weeds and we will need to understand the willingness of residents to help the council to do this. Full consultation and communication with Ward Councillors and residents will need to take

place.

2.9 Invasive Species

- 2.9.1 In all areas of land management, glyphosate will still be used following approved methods to treat invasive species (such as Japanese Knotweed and Giant Hogweed) with the use of Eco plugs for stump killing.

3. HOW DOES THIS DECISION CONTRIBUTE ?

- 3.1 The declaration of a Nature Emergency (alongside the Climate Change Emergency) is a key priority in the Council's One Year Plan.
- 3.2 The importance of biodiversity and the recovery of native species from the impact of factors including the use of chemical herbicides is recognised by both Sheffield City Council and the city's residents. A reduction in the use of glyphosate will contribute positively to the city's desired recovery from the ongoing Nature Emergency and will enable the council to respond positively to the requirements in the impending Environment Bill which will create powerful new laws to protect and enhance our environment.
- 3.3 The precise nature of any benefits resulting from a reduction in the use of Glyphosate are not known – there are many debates on the subject. It is however hoped that the positive implications for Sheffield could include a small but potentially measurable benefit to the health of soil and healthier populations of invertebrates, birds and mammals including bees (and other pollinators) which are fundamental to the health of ecosystems.

4. HAS THERE BEEN ANY CONSULTATION?

- 4.1 The proposal forms part of the Council's response to the declaration on a Nature Emergency.
- 4.2 Consultation on the proposal to reduce the use of glyphosate has not been undertaken at this stage.
- 4.3 The proposal to undertake the changes in stages and with trial areas in a number of 'sections' allows for a significant piece of both communication and consultation work to take place. The consultation will need to be undertaken in the proposed trial areas but also city-wide and will need to be designed to ensure it is able to gather views and feedback that reflects the population.

5. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

- 5.1 Equality of Opportunity Implications

- 5.1.1 An Equality Impact Assessment has been carried out as part of developing this proposal.
- 5.1.2 The EIA concluded that there are potential impacts for disabled and older people. The impacts of making these changes are not entirely known at this stage of the decision-making process however the trials of glyphosate free areas on Bereavement, Housing and Highways land alongside the proposed changes within Parks and Countryside green spaces will allow any implications to be understood and mitigated where necessary and possible. The EIA will be reviewed and updated following the trials and consultation analysis.

5.2 Financial and Commercial Implications

- 5.2.1 The financial impacts of these changes are not currently known however the trials of glyphosate free areas on Bereavement, Housing and Highways land alongside the proposed changes within Parks and Countryside green spaces will enable the Council to calculate the costs of any alternative actions or products that are required to maintain our land to the appropriate safe standard.
- 5.2.2 Any costs associated with the trials will be met from existing service budgets.
- 5.2.3 Wider changes made as a result of the trials have the potential to increase the Council's cost base on an ongoing basis and would have no funding attached to them. No savings are proposed elsewhere in the Council to cover any increased costs. This would worsen the Council's overall financial position and make it harder for the Council to achieve medium term financial sustainability. Therefore the cost implications of any proposed changes as a result of these trials would need to be understood and brought back to the Cooperative Executive for consideration and approval.

5.3 Legal Implications

- 5.3.1 All products containing glyphosate have to be registered and approved by the European Pesticides Commission.
- 5.3.2 Glyphosate is currently approved in the EU until 15 December 2022 (Commission Implementing Regulation (EU) 2017/2324).
- 5.3.3 As part of this approval extension, the Commission also presented some recommendations to be considered by member states.
- 5.3.4 One of these recommendations was, having due regard for the necessary hygiene and public health requirements and biodiversity, to ensure that the use of pesticides is minimised in public parks and gardens, sports and recreation grounds, school grounds and children's

playgrounds, and in the close vicinity of healthcare facilities” (Regulation (EC) No 1107/2009 of the European Parliament and of the Council concerning the placing of plant protection products on the market).

- 5.3.5 There is the possibility that further restrictions or a total ban on glyphosate may be brought in when the registration is reconsidered at the end of 2022. By reducing the reliance on the chemical now, we will be better prepared for any future changes.
- 5.3.6 Following Brexit, Regulations (EU) 2017/2324 and (EC) No 1107/2009 are incorporated into UK law by virtue of section 3 of the European Union (Withdrawal) Act 2018.
- 5.3.7 In relation to any changes that impact the Streets Ahead contract, these changes must be made in accordance with the terms of the contract and any variation to the contract must meet the requirements of the Public Contracts Regulations 2015.

6. ALTERNATIVE OPTIONS CONSIDERED

- 6.1 The option to ‘do nothing’ was considered and discounted considering both the declaration of a Nature Emergency and the support received for the petition against the use of glyphosate.
- 6.2 The option to cease use of glyphosate on all land immediately was considered and discounted due to both the unknown financial implications and the necessity to ensure that our land can continue to be maintained to safe standards ensuring continued access for residents in the city.

7. REASONS FOR RECOMMENDATIONS

- 7.1 Approval of the recommendations will allow:
- An immediate reduction in the use of glyphosate on Sheffield City Council land
 - Trials in the reduction of use of glyphosate to assess the implications for Bereavement, Housing and Highways land
 - The opportunity to work with residents in the city to promote the need for this action and the part everyone can play in responding to the Nature Emergency

This will achieve an important step in the city’s response to the declared Nature Emergency.

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Author/Lead Officer of Report: Paul Schofield,
Head of Accounting and Infrastructure
Finance and Commercial Services

Tel: 0114 273 6000 or 07980 781036

Report of: *Eugene Walker*

Report to: *Co-operative Executive*

Date of Decision: *22nd September 2021*


Subject: *Revenue and Capital Budget Monitoring 2021/22 – as at 30th June 2021*

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 Executive Member Portfolio does this relate to? <i>Finance and Resources</i>				
Which Scrutiny and Policy Development Committee does this relate to? <i>Overview and Scrutiny Management Committee</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:-				

<p>Purpose of Report:</p> <p><i>This report provides the outturn monitoring statement on the City Council's Revenue and Capital Budget Outturn as at the end of Month 3, 2021/22</i></p>
<p>Recommendations:</p> <ol style="list-style-type: none"> 1. Co-operative Executive are asked to: <ol style="list-style-type: none"> (a) Note the updated information and management actions provided by this report on the 2021/22 Revenue Budget Outturn; (b) Consider for approval the recommendation to provide an additional £4.38m of revenue funding for the Place Systems Review project as detailed in Appendix 1;

- (c) Note the Collection Fund Account Monitoring Report as at 30th June 2021, attached as **Appendix 2**; and
- (d) In relation to the Capital Programme, note the forecast Outturn position described in **Appendix 3**.

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Paul Schofield
		Legal: Sarah Bennett
		Equalities: No
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	EMT member who approved submission:	<i>Eugene Walker</i>
3	Executive Member consulted:	<i>Councillor Cate McDonald Executive Member for Finance and Resources</i>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	Lead Officer Name: Paul Schofield 	Job Title: <i>Head of Accounting and Infrastructure</i>
	Date: 25 th August 2021	

1. PROPOSAL

- 1.1 This report provides the outturn monitoring statement on the City Council's Revenue and Capital Budget for 2021/22

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 To formally record changes to the Revenue Budget and gain Member approval for changes in line with Financial Regulations.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 *No*

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

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

4.2 Financial and Commercial Implications

4.2.1 The primary purpose of this report is to provide Members with information on the City Council's Budget Monitoring position for 2021/22, and as such it does not make any recommendations which have additional financial implications for the City Council.

4.3 Legal Implications

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

4.4 Other Implications

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

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 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.

6. REASONS FOR RECOMMENDATIONS

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

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Revenue Budget & Capital Programme Monitoring As at 30th June 2021

Report author: Paul Schofield, Head of Accounting and Infrastructure

Purpose of the Report

1. This report describes the Outturn budget monitoring position on the City Council's Revenue Budget and Capital Programme as at Month 3.

Summary

2. The Council's Revenue Budget is currently forecast to overspend by £43.4m. £30.9m (71%) of the overspend is in adult and children's social care services. A further £10.8m (25%) arises from not delivering budgeted savings which form part of the Council's annual business planning exercise. Further detail on the causes of the overspend can be found in the chart below and paragraphs 13 - 23.
3. The headline budget overspend due to the response to Covid in 2021/22 (net of UK Government support) is estimated at £0.2m. This compares to £7.2m in 2020/21.
4. The Covid overspend in paragraph 3 excludes the potential losses from Council Tax or business rates. The potential losses in these revenue streams may appear in future years. The impact of the Covid pandemic is discussed in greater detail in the Collection Fund report at Appendix 2.
5. The Medium-Term Financial Analysis presented to Cabinet in October 2020 emphasised the additional uncertainty which the Covid-19 pandemic is creating for all types of organisations in their financial planning and that will still be present in the update this Autumn.

Future Implications

6. Sheffield is not alone in facing additional financial pressures caused by the COVID pandemic, and councils nationwide are struggling to cope with the additional pressures and demands on services. The Council is taking the following actions to manage the position and mitigate the financial pressures:
 - Monitoring and controlling the financial impacts of the crisis
 - Reviewing the delivery of its current agreed savings programme to minimise the delays to implementation caused by COVID

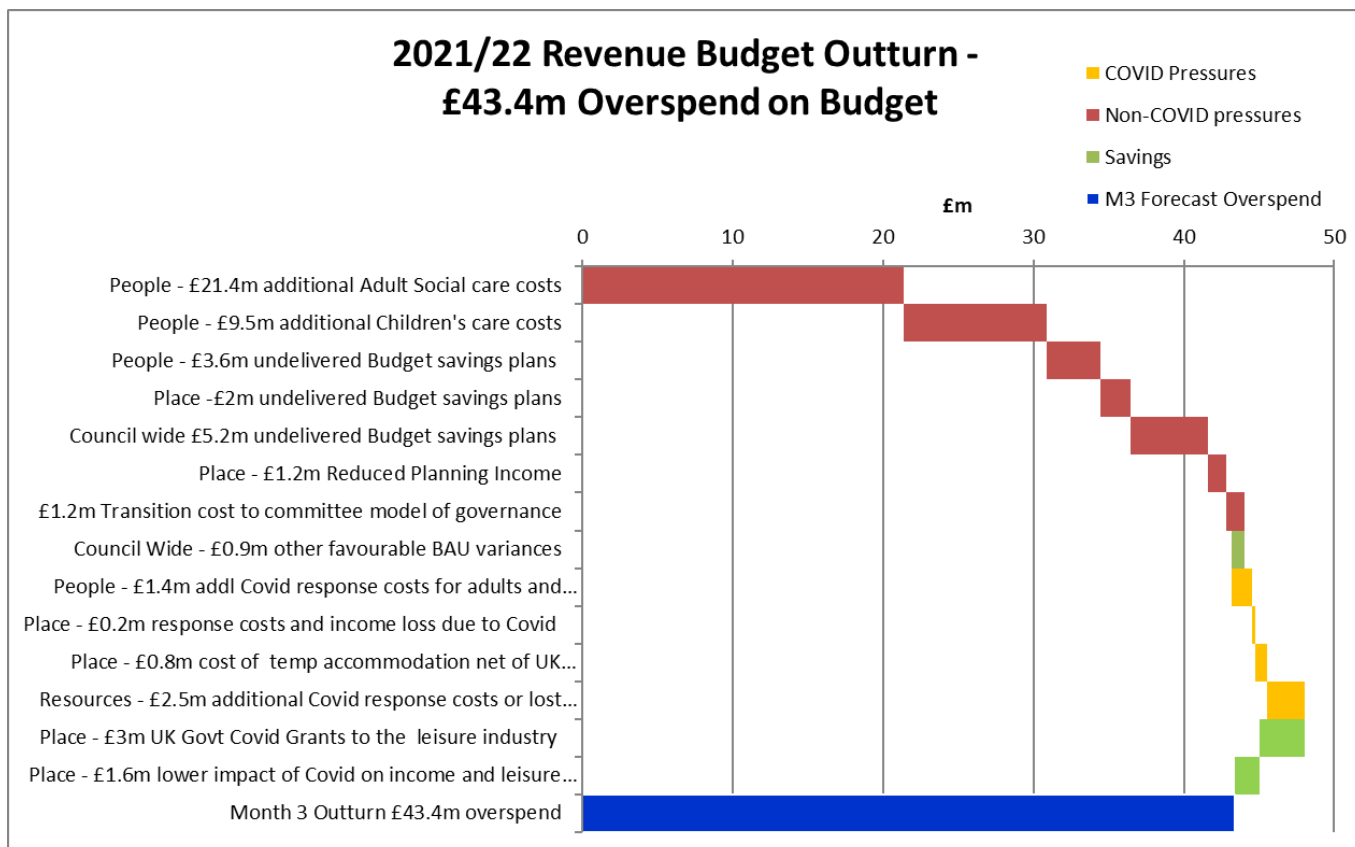
- Reviewing emerging non COVID-related financial pressures to reduce or eliminate them where possible
 - Learning lessons from the ways of working adopted during the pandemic, including actions that can be taken jointly with other key partners such as Sheffield CCG and Sheffield City Trust, to identify improvements that maintain service levels to the public whilst potentially reducing costs
 - Re-working its Medium-Term Financial Analysis, including identifying any reserves that can be judiciously released to temporarily support the financial position.
 - Lobbying Central Government for further support to recognise the short and longer term impacts of the pandemic, and the role the Council can play in regenerating the economy
7. The Council does welcome the revenue funding announced so far by the Government to manage the financial pressures it and other local authorities face. However, our initial financial projections show that more financial support is needed to support the Care sector. This is not just to counter the trailing long term effects of the pandemic (such as the projected rise in children's care from lower family disposable incomes post the cessation of the Furlough scheme), but also to deal with the national demographic pressures in adult social care which were present before the impact of the pandemic.
8. There may be a need too to cushion the potential impact of lower receipts from Council Tax and business rates created by the shifts in the national economy such as the decline in High Street retail or increased working from home which may depress office space demand.
9. The provision of further government support for 21/22 announced in December 2020 allowed the Council to balance the Budget proposal to Council for 2021/22. The latest assessment evident in this Outturn is that the Council has a budget gap in the short to medium term which is simply not sustainable. Ensuring ongoing viability will have to involve the urgent prioritisation of resources, identification of additional savings, demand management controls, consideration of alternative models for the provision of some services, and, the effective and prudent utilisation of the Council's reserves. Consequently, we will need further financial support from central government if the Council's medium-term financial position is to be sustainable. Without this government support we will move very quickly (i.e. in the next 15 – 30 months) to the position where we cannot set a sustainable budget because our reserves will have been exhausted.
10. Thus, the Council needs to deliver, much quicker than previously achieved, the transformative changes that are needed to balance its financial position and protect

services in the medium term. This process will be challenging especially as there is a pressing need to regenerate the economy of the city and the wider region, and, restore life to pre-pandemic levels. The Council has sought to address the latter objective by launching its One Year Plan. To fulfil this role, and to maintain a sustainable financial position in the medium term, the Council will need significant further Central Government funding.

11. Furthermore, council services need to readjust quickly from the increased responsive, virtually unlimited spending which was necessary to mitigate the effects of the pandemic, to the “new normal”. The transition time to effect this change currently extends beyond the availability of additional funding contributing to the forecast overspend.
12. In summary, whereas the Council withstood the immediate financial pressures created by the required response to the pandemic in 2020/21, the projected increases in care costs threaten the sustainability of the provision of Council services in the scope and quality which they are provided today.

Detailed position

13. The graph below summarises the main movements toward this forecast outturn from an initially balanced budget with comments on significant issues.



Position by Portfolio

14. The table below summarises the forecast outturn position by portfolio at Month 3. Reasons for the variance to budget for the full year are summarised in the waterfall chart above.

Portfolio	Outturn	Month 3	
		Full Year Budget	Variance
People	308,477	272,303	36,174
Place	140,680	142,110	(1,431)
Policy, Performance & Communications	3,048	3,076	(28)
Resources	8,838	5,338	3,500
Corporate	(417,676)	(422,827)	5,151
Grand Total	43,367	0	43,366

The main forecast variances from budget are:

- People – demand and cost pressures in social care (adults £21.4m, children £9.5m) plus £3.6m shortfall on delivering budgeted savings planned for 2021/22;
- Place – £3.9m lower than budgeted cost of Covid - £4.1m less support to the Leisure industry by using government grants rolled from last year, the reopening of venues for sport following the easing of Covid restrictions, and, £0.5m lower loss of income due to Covid across Council services. This improvement is offset by £0.8m cost of temporary accommodation for homeless and rough sleepers. Planning income is £1.2m below budget and the Council is undertaking at its own risk £0.7m of project cost to deliver the Clean Air Zone. The portfolio has a £2m shortfall in delivering budgeted savings planned for 2021/22 but offset by £1.1m vacancy management across all services;
- Resources and PPC – £2.5m Covid costs from the expected loss in recovery of debt and additional ICT costs supporting home working. Following the outcome of the referendum held in May 2021, the Council is committed to delivering the new committee-based model of governance by May 2022. This complex and time-critical project will require substantial change to the decision making processes of the Council and extensive consultation. The additional resources required to undertake this work are estimated at £1.2m; and
- Corporate – the Budget contained ambitious high level plans to streamline Council processes and structure. These will not be delivered to the anticipated timescale creating a £5m overspend.

Dedicated Schools Grant (DSG)

15. At Month 3, the forecast Outturn is a £1.1m overspend on DSG budgets. There is £0.5m cost pressure in Children’s Special Educational Needs (SEN) transport due to increasing demand. There is a similar sized overspend in staffing budget across the activities funded by the grant.

Public Health

16. Public Health services are funded by Public Health Grant – any variances to budgeted expenditure will be managed by adjusting the drawdown of grant income to match, therefore Public Health variances will be nil in terms of net expenditure and invisible within the above reported position. The Public Health reserve will be utilised in case of any overspend at year end – there is forecast to be no General Fund impact this year. This table demonstrates the variances to budget before the application of grant income.

Public Health	Outturn	Month 3	
		Full Year Budget	Variance
People	27,641	27,541	100
Place	2,917	2,884	33
Director of Public Health	1,667	1,921	(254)
Total	32,225	32,346	(121)

17. The reasons for this position are a predicted overspend on the new PCS (community sexual health) contract will commence in August. This is offset by an underspend on the GP health check contract which ceased in April with no further activity planned this year (£165k), plus using UK government Covid grants to fund some staffing costs.

Housing Revenue Account (HRA)

18. The HRA income and expenditure account provides a contribution towards funding the HRA capital investment programme by reinvesting any surplus on the HRA to leave the overall position balanced.
19. For 2021/22 the budgeted contribution is £22.3m. The forecast Outturn position is a contribution of £15.6m, £6.7m lower than budget.

Housing Revenue Account (excl. Community Heating)			
		Month 3	
	Outturn	Full Year Budget	Variance
Net Income - Dwellings	(143,759)	(145,013)	1,254
Other Income	(6,024)	(6,150)	126
Tenant Services incl.			
Repairs & Maintenance	96,618	91,238	5,379
Depreciation	24,421	24,421	0
Interest on borrowing	13,109	13,175	(65)
Contribution to Capital Programme	15,635	22,329	(6,694)
Total	(0)	0	(0)

20. There are three principal reasons for the reduced surplus.
21. Firstly, there is a forecast £4m increase in the Repairs and Maintenance Budget to recover the backlog of repairs created by the social distancing restrictions in 2020/21 which reduced the activity to emergency and statutory repairs (e.g. gas appliance servicing). The total spend will be £5.7m but this has been reduced to £4m by drawing on £1.7m from Reserves.
22. Secondly, the number of vacant properties is above budget partly due to the disruption caused by the pandemic which has restricted access for repairs before the properties can be re-let. Rental income is £1.7m below budget and, the HRA, like any other Landlord, pays the Council Tax on vacant properties which has cost a further £0.7m.
23. Finally, losses due to Bad Debts is £0.4m better than budget as the arrears built up in the pandemic have been reduced.

Collection Fund Account

24. As at the end of September, the local share of the Collection Fund income stream is forecasting an overall in-year deficit of £22.5m deficit on Business Rates. This position is discussed in more detail within **Appendix 2**. Due to Collection Fund accounting regulations, this deficit will not impact on 2021/22 and will be fed into the budget process for 2022/23 and beyond.

Capital Summary

25. The approved capital programme budget for 2021/22 at 30th June 2021 was £262.4m. The forecast outturn of expenditure against this approved budget is £257.7m, a variance of £4.7m, a relatively small variance of under 2%. The capital programme was disrupted last year by the lockdown measures taken to stop the spread of the Covid-19 virus, but this is not so this year. The reasons for deviation from budget relate to the more traditional operational problems inherent in construction activities. Further information on the Capital Programme, including variations on significant projects, is reported in **Appendix 3**.

Implications of this Report

Financial implications

26. The primary purpose of this report is to provide Members with information on the City Council's Budget Monitoring position for 2020/21. There is one recommendation to approve expenditure in respect of the Place Systems Review project. The details are in Appendix 1.

Equal opportunities implications

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

Legal implications

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

Property implications

29. There are no other property implications arising from the recommendations in this report this report.

Recommendations

30. Co-operative Executive are asked to:
- (a) Note the updated information and management actions provided by this report and including the recommended approval of the Place Systems Review project expenditure in **Appendix 1**.
 - (b) In relation to the Collection Fund Report, note the Outturn position described in **Appendix 2**.
 - (c) In relation to the Capital Programme, note the Outturn position described in **Appendix 3**.

Reasons for Recommendations

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

Alternative options considered

32. Several 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.

Appendix 1

Approval of Place Systems Review

1. Recommendation

To approve revenue expenditure from the Housing Revenue account of £4.38m to fund the replacement of business critical systems for Housing Services.

2. The case for investment

OHMS is Housing Services main operational IT system. It has been identified as the Place portfolio's most significant ICT pressure. It is approaching the end of its technical life and replacing its functionality needs to be addressed urgently. The current contract to supply OHMS ends in March 2023 and OHMS will be technically unsupported. If we do not make this change now, the system may fail, preventing the Housing and Neighbourhoods Services from delivering the bulk of their services including core housing management functions e.g. collection of rents, rehousing etc. The new system should eliminate many of the current archaic back office processes e.g. manual rekeying, improves management information leading to better decision making, improved efficiency, and, opens up the potential to shift 80% of queries onto self-service, thus improving customer service and reducing staff costs.

3. The benefits

The functionality of OHMS is replaced which enables Housing operations to continue whilst offering a substantially improved customer experience. Customers can transact with the Council more easily over the web through self-service. In turn this should reduce the HRA operating cost through requiring less resource.

4. Options

Option 1, Do nothing, costs £9.1m capital, £4.9m revenue cost.

Options 2 and 3 - a single solution with two phases of implementation for housing and neighbourhoods, supported by a new practice model - cost £7.6m capital and £1.75m in revenue. Options 2 and 3 are very similar except that Option 3 delivers improvements in corporate asset management modules too. For this reason, Option 3 is the preferred option.

5. Finance and Commercial Implications

£1.751m will be spent up to March 2022, primarily on project mobilisation, production of the business case and procurement. Please see Table 1 below for an analysis of on what the money will be spent.

Procurement will be via the UK Government's Crown Commercial Services Framework: RM3821 Data and Application Solutions.

The 2021/22 Capital Programme Budget approved a provisional sum of £5m for this project funded from the HRA. This was based on a very broad assessment of the scope of the project. Since then, more detailed work has identified that the cost will be £9.4m. This requires additional funding of £4.4m. The additional funds will have to be found from HRA revenue budgets. This could be a straight pressure on the revenue budget or the capital element could be taken from the existing capital programme utilising savings against approved capital schemes or by re-profiling schemes to later years. This work is in progress as Officers explore options which will be approved through the recognised processes.

The HRA should eventually secure a payback on the project as the operational efficiencies are delivered. These savings have not yet been quantified.

Table 1

Income / Expenditure	20/21	21/22	22/23	23/24	24/25	Total
Funding HRA	-£504,800	-£1,246,200				-£1,751,000
Income Total	-£504,800	-£1,246,200				-£1,751,000
Application solution						
Technical / implementation costs	£78,800	£407,200				£486,000
Support costs						
SME / Backfill	£32,000	£103,000				£135,000
Corporate and change resource	£394,000	£736,000				£1,130,000
Development costs						
Expenditure Total	£504,800	£1,246,200				£1,751,000

6. Timescale

Milestone	IBC Date	Actual / OBC Date
Strategic Outline Case signed-off	Dec 2021	Dec 2021
Soft market testing launched	Jan 2022	Jan 2022
Outline Business Case signed-off	May 2021	May 2021
Procurement route agreed	July 2021	July 2021
Procurement commences	October 2021	October 2021
Procurement complete	March 2022	March 2022
Full Business Case signed-off	March 2022	March 2022
Commence solution build	April 2022	April 2022
Commence solution test	August 2022	August 2022
Commence solution roll-out	December 2022	December 2022
Complete phase 1 roll-out*	April 2023*	April 2023*

7. Project Governance

The full scheme will be approved through the capital programme with full Member oversight with appropriate delegated authority to officers to select and appoint delivery contractors. The project will be managed by a project board in line with standard SCC practise. Member briefings will be held as required.

Appendix 2

Collection Fund Monitoring
As at 30th June 2021

Summary

1. In 2021/22 approximately £334.5m of SCC net expenditure was forecast to be financed directly through locally collected taxation. This taxation is initially collected by the Council and credited to the Collection Fund.
2. As at the end of June, the local share of the Collection Fund Income Stream is forecasting a £22.5m deficit. As below, this is entirely due to the timing of the announcement to continue retail relief in a modified form into 2021/22.
3. This is an estimate that is subject to considerable uncertainty in what is an unusual year. The effects of the removal of restrictions on 19th July will take time to be known and can effect Collection Fund income via disruption to employment within the city and the growth or decline in new business.

Income Stream (all figures £m)	Budget 21/22	Forecast Year End Position	Variance
Council Tax	(235.0)	(235.0)	0.0
Business Rates Locally Retained	(99.5)	(77.1)	22.5
Total	(334.5)	(312.1)	22.5

Council Tax

4. The forecast year end position for Council Tax is a balanced position.
5. The Council received £5.6m of grant income from central Government for 2021/22 and has applied this grant to offset the effects of an anticipated increase in Council Tax Support (CTS) claimants and an expected decrease in collection rate. The taxation income foregone through CTS has not reached the amount anticipated in the assumptions behind the Budget (the Council is required to make an estimate of this by 15th January in the preceding financial year). This grant income is not scheduled to continue past 2021/22. As such, if Council Tax income does not recover to pre-COVID levels this year, this will cause a pressure in future budgets until the pre-COVID baseline can be restored.
6. The growth of the tax base is proceeding in line with estimates as new dwellings are constructed. Further, the Council has resumed enforcement activity relating to accounts in arrears. These factors point to Council Tax income holding up.

7. Cash collections so far in 2021/22 are also stronger than they were in 2020/21, so Council Tax income appears to be rebounding following the disruptions of the last year. It is difficult at this stage of the year to make a confident estimate of the remaining 9 months, especially given the uncertainty introduced by the failed direct debit runs in May and June.

Business Rates

8. The forecast year end position for Business Rates is a £22.5m deficit. This is caused by the announcement of a continued, modified form of Retail Discount into 2021/22 in March 2021, after the Council had approved the 2021/22 Revenue Budget. The estimate of the cost of this relief is £45.9m, of which the Council's share is £22.5m.
9. This deficit will be entirely compensated by the Government, so has no overall cash impact. But for this relief, the forecast for business rates income is a broadly balanced position.

Collection Fund - Business Rates (all figures £m)	Budget 21/22	Forecast Year End Position	Variance
Gross Business Rates income yield	(270.7)	(270.7)	0.0
Estimated Reliefs	51.0	96.9	45.9
Losses on collection, appeals and increase/(decrease) to bad debt provision	15.2	15.2	(0.0)
Net Collectable Business Rates	(204.5)	(158.6)	45.9
Transitional Protection Payments due from Authority	1.6	1.6	0.0
Cost of Collection allowance	0.7	0.7	(0.0)
Designated amounts	2.3	2.3	0.0
Non Domestic Rating Income	(199.9)	(154.0)	45.9
Allocation of net business rates (<i>%age share in brackets</i>)			
Sheffield City Council (49%)	(97.9)	(75.5)	22.5
SY Fire Authority (1%)	(2.0)	(1.5)	0.5
Central Government (50%)	(99.9)	(77.0)	22.9
Total Allocations	(199.9)	(154.0)	45.9
Share of disregarded amounts			
Sheffield City Council	(1.6)	(1.6)	0.0
Sheffield City Region MCA	(0.7)	(0.7)	(0.0)
Sheffield City Council NNDR Income	(99.5)	(77.1)	22.5

Non-Domestic Rating Income

10. The Gross Business Rates Income Yield is subject to considerable uncertainty given the progress toward full re-opening on 19th July. It will take some time before a clearer estimate emerges. During budget setting, assumptions were made about how business rates income would decline through the year (e.g. business ceasing to trade, increased claims for relief) and these assumptions appear to be broadly accurate so far.

Conclusion

11. The above position rests on several assumptions – mainly that the city's economy is able to re-open and re-bound following a difficult year. Any eventual deficit at year end does not affect the 2021/22 General Fund outturn, because of the specific regulations by which the Collection Fund is accounted for.
12. Any deficit will influence into the General Fund budget in future years, so the effects of a surplus or deficit will be felt over the medium term. Due to the size of the Collection Fund, a small percentage variation in income or expenditure over the coming months will have a significant impact on the forecast outturn. Monthly monitoring of the Collection Fund position is conducted to ensure that we are fully aware of any changes and the potential budget impacts.

Appendix 3

Capital Programme Position at 30th June 2021

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CAPITAL PROGRAMME MONITORING AS AT JUNE 2021

1 - Statement of Budget Movement

The table below summarises the movement in budget from month 1 to month 3 21/22 and Capital programme budget position as at June 21.

	2021/22	2022/23	Future	Total	Comments
Month 1 Approved Budget	222.8	208.1	345.0	775.9	The key changes to the programme from last month relate to:
Additions	9.1	7.3	3.1	19.5	KEY ADDITIONS + £8.8m - Inclusion of Future High Streets Fund Public Realm Scheme Budget + £3.7m - Inclusion of 2021/22 Disabled Facilities Grant Funded budgets + £3.1m - Inclusion of Tower Blocks Flat Roof renewal programme + £1.4m - Inclusion of Future High Streets Fund Acquisition Budget + £0.8m - Inclusion of SCC contribution to new SEND free school
Variations	7.5	3.5	-10.8	0.2	+ £0.5m - Inclusion of Future High Streets Fund Events Space Remedial works + £0.3m - Inclusion of Dore Primary Temp expansion budget + £0.2m - Broomhill School Heating Replacement
Reprofile	2.8	0.0	0.0	2.8	KEY VARIATIONS + £0.8m - Increase in budget for Gleadless SEND Scheme + £1.2m - Reinstatement of Homes & Loans Budgets following year end adjustment + £1.5m - Increase in TCF City Centre and Housing Zone North Development budgets
Slippage and Acceleration	20.3	0.0	0.0	20.3	- £3.1m - Reduction in Housing Block Allocation to fund Tower Block scheme (see above) - £0.5m - Transfer of revenue elements of General Cemetery budget to revenue (grant funded) NET NIL - Variation of Hemsworth OPI Scheme £19.9m - offset by reduction in Block Allocations
Month 3 Approved Budget	262.4	218.9	337.3	818.6	REPROFILE +£2.8m as identified in Outturn Report SLIPPAGE & ACCELERATION +£20.3m as identified in Outturn report

The table below summarises the Top 20 projects in the Capital Programme by budget value in 2021/22. This group accounts for 60% of the 2021/22 capital programme. The major in-year and all-year variations are explained below and in sections 4 and 5.

PROJECT	Current Year									Remaining Life of Project					Comments
	YTD Actual	YTD Budget	YTD Variance	FY Outturn	FY Budget	FY Variance	Variance %	Delivery Forecast RAG	All Years Outturn	All Years Budget	All Years Variance	Variance %	Delivery RAG		
H Henrys Block	2,465	3,572	(1,107)	26,673	28,632	(1,958)	-6.8%	NR	54,691	54,691	-	0.0%	NR	See Item 4.3	
Msf Finance	3,893	3,893	-	15,570	15,570	-	0.0%	NR	49,737	49,737	(0)	0.0%	NR		
Nbch-p04a-adlington Rd-opil	3,211	3,618	(408)	12,399	12,399	0	0.0%	G	12,399	12,399	0	0.0%	G		
Roofing Replacements Prog	561	2,143	(1,582)	5,716	10,762	(5,046)	-46.9%	G	38,245	38,245	0	0.0%	G	See Item 4.1	
A Palatine Chambers Block	680	1,147	(467)	12,529	10,552	1,977	18.7%	NR	43,671	43,671	(0)	0.0%	NR	See Item 5.2	
C Pepper Pot Building	1,169	2,793	(1,624)	9,606	10,042	(436)	-4.3%	A	10,151	10,042	109	1.1%	A	COVID delays and changes to ways of working resulting in delays and slight cost increases. Budget increase to be approved at July Co-op Exec	
B Laycock House New Build	2,632	3,276	(644)	8,287	8,588	(301)	-3.5%	A	8,717	8,588	129	1.5%	A	COVID delays and changes to ways of working resulting in delays and slight cost increases. Budget increase to be approved at July Co-op Exec	
Nbch-p10-daresbury/berners-gn	1,443	1,999	(556)	8,136	8,576	(440)	-5.1%	G	9,354	9,354	0	0.0%	G	Slippage due to delay to piling works	
Council Hsg Acquisitions Prog	1,465	1,739	(274)	7,075	7,904	(829)	-10.5%	G	43,107	43,107	(0)	0.0%	G	See Item 4.7	
Brownfield Site	101	-	101	5,837	5,836	1	0.0%	NR	5,837	5,836	1	0.0%	NR		
Udv Flood Scheme Phase 1	917	1,677	(760)	3,482	4,631	(1,149)	-24.8%	A	4,631	4,631	0	0.0%	A	See Item 4.5	
Nbch-p11-hemsworth-opil	24	63	(39)	4,315	4,315	(0)	0.0%	G	19,953	19,953	(0)	0.0%	G		
Nbch-p16-newstead-enable	51	556	(505)	4,085	4,082	3	0.1%	G	4,153	4,153	0	0.0%	G		
G Pocket Park	206	574	(367)	3,670	4,061	(392)	-9.6%	G	5,436	5,436	(0)	0.0%	G	Contractors estimated start on site and completion dates having slipped significantly from earlier estimates. This means significant expenditure has slipped from 21/22 to 22/23.	
G Development Plots	0	344	(344)	818	4,057	(3,238)	-79.8%	NR	828	4,384	(3,556)	-81.1%	NR	See Item 4.2	
Stock Increase (chs)	-	-	-	2,287	3,937	(1,649)	-41.9%	G	138,334	142,229	(3,895)	-2.7%	G	See Item 4.4	
Transport Efficiency 21-22	-	-	-	3,452	3,452	-	0.0%	NR	3,452	3,452	-	0.0%	NR		
Interim Ta Accommodation	-	-	-	3,250	3,250	-	0.0%	G	3,250	3,250	-	0.0%	G		
Manor Cluster Shc	-	2,012	(2,012)	3,219	3,219	-	0.0%	NR	3,219	3,219	-	0.0%	NR		
Citywide Tower Blocks - Fs	83	39	44	3,186	3,186	(0)	0.0%	G	9,920	9,920	(0)	0.0%	G		
Top 20 Value	18,900	29,444	(10,544)	143,594	157,051	(13,458)	-8.6%		469,087	476,300	(7,213)				
Rest of Programme	13,637	21,281	(7,644)	114,153	105,397	8,756	8.3%		352,230	342,269	9,961				
Total Capital Programme Value	32,537	50,725	(18,188)	257,746	262,448	(4,702)	-1.8%		821,317	818,569	2,748				
% of Programme within the Top 20	58%	58%	58%	56%	60%	286%			57%	58%	-263%				

3 - Current Year to date and Forecast Outturn Position

The forecast outturn position is £4.7 below budget. The key variances by board are explained below. Despite an overall increase in forecast expenditure since month 1, this has been offset by the approval of budgets, which has brought budgets for previous overspends into line with forecasts. We expect a further continuation of this trend next month with a further £7m of budget approvals to offset forecasts expected.

BOARD	YEAR TO DATE			FULL YEAR			Comments
	Actual	Budget	Variance	Forecast	Budget	Variance	
HEART OF THE CITY II	9,148	15,122	(5,973)	71,783	76,111	(4,329)	Key Variance - £3.2m - Saving on anticipated development costs of Block G as a result of Pocket Park Scheme (Budget to be removed in next cycle) See Item 4.2 - £2m - Reduction in forecast on Block H as contractor profile is reviewed as works commence. (total in year budget £28.6m) See Item 4.3 - £0.7m - Forecast slippage Blocks B&C Construction forecasts amended to reflect latest Galliford Try cash-flow & ever-changing status on site (total in year budget £18.6m) - £0.4m - Forecast slippage based on latest contractor profile for Pocket Park works + £2m - Forecast acceleration on Block A (Raddisson) See Item 5.2
QUALITY OF LIFE	3,941	4,007	(66)	20,987	20,990	(4)	
HOUSING GROWTH	7,179	12,334	(5,155)	62,392	65,068	(2,676)	Key Variance - £1m - Newstead General Needs Housing Start on site now not expected until Aug 22 - See Item 4.6 - £1.4m - Forecast deceleration on General Council Housing acquisitions and refurbishments based on current estimates - See Items 4.7 & 4.9 - £0.5m - Anticipated delay in Temp accomodation refurb works as properties not yet identified. - £0.4m - Delay to works at Daresbury due to anti social behaviour and dispute with contractor over piling works (total in year budget £8.5m) + £0.7 - West Bar Regeneration grant awaiting approval - See Item 5.5
HOUSING INVESTMENT	3,970	6,461	(2,492)	45,324	45,124	200	Key Variance - £5m - New Roofing Replacements programme commenced much later than expected (March 21) it will now extend into 2025/26 (budget variation to be brought forward) - See Item 4.1 - £0.6m - Recognised saving on historic Roofing contract. - See Item 4.8 - £0.5m - Lift replacement works TBC - £0.3m - Drawdown from Block Allocation for Energy Efficiency awaiting approval - £0.2m - Minor slippage forecast on Electrical Upgrade scheme as programme firmed up with contractor - £0.1m - Saving on Garage Strategy Improvements contract - £0.1m - Anticipated saving on programme management costs + £5.7m - External Wall Insulation scheme Budget awaiting approval See Item 5.1 + £0.7m - Kitchen/Bathroom replacements - Overspend forecast due to increased number of sundry and vacant properties requiring works. See Item 5.7 + £0.4m - Acceleration on programmed demolition works See item 5.8 + £0.4m - Extension to Stairlifts contract expected to require increased budget allocation. See Item 5.9
ECONOMIC GROWTH	1,614	2,612	(998)	12,031	13,015	(984)	Key Variances - £1.1m - Slippage on Upper Don Valley Flood Defence due to land owner objections (total in year budget £4.6m) See Item 4.5 + £0.1m - Overspend on anticipated development costs of Parkwood Access project development costs.
ESSENTIAL COMPLIANCE & MAINT	1,248	1,742	(494)	8,174	8,044	130	Key Variance + £0.15m - Budget awaiting approval for Tinsley Cemetery Lodge Works
TRANSPORT	2,025	2,903	(878)	12,241	11,452	789	Key Variances + £0.25m - Additional costs identified at Broadfield Road scheme - to be funded from Better Buses Funding secured. However there is uncertainty over wider scheme costs not yet forecast + £0.21m - Additional costs in TCF schemes development - to be funded from TCF/LTP funds budget variations to be brought forward. + £0.15m - Overspend on City Centre West Cycle Route - costs currently being challenged with Amey but provision made to claim from LTP + £0.06m - Overspend on Portobello Cycle Scheme - costs currently being challenged with Amey but provision made to claim from LTP +£0.05 - Overspend on Herries To Hillfoot cycle scheme feasibility budget which may now prove to be abortive works
PEOPLE CAPITAL & GROWTH	2,771	4,855	(2,084)	21,934	19,826	2,108	Key Variance + £0.9m anticipated Disabled Facilities Grant expenditure as back log begins to be addressed - See Item 5.4 + £0.6m - Allocation of DFC to schools budget awaiting approval - See Item 5.6 + £0.5m - Budget awaiting approval for next stage of Schools Fire Risk works See Item 5.10 + £0.2m - Forecast overspend re: Astrea Academy due to final account negotiations resulting in increased costs from original estimate
GREEN & OPEN SPACES	640	688	(48)	2,881	2,817	64	
Grand Total	32,537	50,725	(18,188)	257,746	262,448	(4,702)	

4 - Top 10 Forecast Slippage against Full Year Budget

Of the main £16.4m forecast below budget, £9.1m relate to slippage in schemes in delivery however the majority of this relates to the Council Housing Roofing scheme where procurement was delayed due to COVID. The savings identified will result in reduced Prudential Borrowing on HOCII and a saving to the HRA.

Business Unit	Board	FY Budget	FY variance on budget	Explanation
4.1 Roofing Replacements Prog	HOUSING INVESTMENT	10,762	(5,046)	SLIPPAGE - Reviewed and reset all forecasts following actual start of project in March 2021, which was much later than initially proposed. This resulted in a substantial carry over from 2020/21. Also, as the project is for 5 years, it will carry through the until the end of 2025/26 (which had no budget allocated). Revised forecasts for 2021/22 reflects SCC QS cost report, with due consideration of contractor's forecast.
4.2 G Development Plots	HEART OF THE CITY II	4,057	(3,238)	SAVING - Saving on anticipated development costs of Block G as a result of Pocket Park Scheme (Budget to be removed in next cycle).
4.3 H Henrys Block	HEART OF THE CITY II	28,632	(1,958)	SLIPPAGE - Contractor Cashflow has proved far to optimistic. Now undergoing review
4.4 Stock Increase (chs)	HOUSING GROWTH	3,937	(1,649)	AWAITING APPROVAL - Budgets to draw down from this allocation for Baxter Court and Owlthorpe are awaiting approval
4.5 Udv Flood Scheme Phase 1	ECONOMIC GROWTH	4,631	(1,149)	SLIPPAGE - Difference between current full year budget and current full year forecast reflects the extension of the programme into early 2022/23. Once greater certainty of programme has been achieved, a slippage CAF will be processed to address the current imbalances
4.6 Nbch-p05-newstead-gn	HOUSING GROWTH	1,371	(960)	SLIPPAGE - Budget adjusted to reflect start on site date of August 2022, construction budget pushed into next financial year.
4.7 Council Hsg Acquisitions Prog	HOUSING GROWTH	7,904	(829)	REPROFILE - The out-turn position reflects a deceleration in the programme of nearly £829k which has been slipped equally across the next four years. Once again, there is significant uncertainty about the forecast at this stage given the current upward pressure on sales prices and the impact of the new Acquisitions Strategy. Increasing prices in the market and the potential to pay more for strategically important properties under the new strategy mean that the average purchase price of properties is likely to increase. The forecast is based on the average purchase price from the previous quarter. Because of the anticipated increase in purchase prices, an overspend would be forecast if the target 100 properties were forecast to be acquired.
4.8 Pitched Roofing & Roofline	HOUSING INVESTMENT	-	(565)	SAVING - Final account settlement less than anticipated and accrued for at year end.
4.9 General/rtb Acquisitions Chs	HOUSING GROWTH	1,514	(531)	REPROFILE - The current out-turn position is for slippage of £531k to be slipped equally across the next four years. This is because of the current market conditions affecting the number of properties acquired in this financial year. Again, there is significant uncertainty surrounding this forecast as it is dependent on the number of properties it is possible to acquire. The forecast may increase if it becomes possible to acquire properties at a faster rate. The current forecast is also based on assumed refurbishment costs for properties that have yet to be acquired.
4.10 Lift Replacements	HOUSING INVESTMENT	537	(487)	REPROFILE - No progress as yet in 2021/22. An Outline Business Case and a Procurement Strategy is being developed for RMS to purchase materials and a consultancy design service. Due to the timescales involved in the procurement process, it is unlikely that any actual installations will be completed in 2021/22 although it expected that some design work will be carried out in February and March 2022 with a potential value of approximately £50k.
Total		63,343	(16,412)	

5 - Top 10 Forecast Overspends over Full Year Budget

Of the main £12.9m forecasts over budget approx. £1m represent genuine overspends. Housing Investment schemes will form an additional call on the HRA but are largely related to additional outputs. Expenditure on Accelerated Adaptations Grant represents catch up spend from COVID backlog and will be funded from Disabled Facilities Grant allocation.

Business Unit	Board	FY Budget	FY variance on budget	Explanation
5.1 Ewi Non-traditional 2	HOUSING INVESTMENT	113	5,674	AWAITING APPROVAL - Full costs of scheme included in forecast. Budget due to be approved at July Co-op Exec
5.2 A Palatine Chambers Block	HEART OF THE CITY II	10,552	1,977	ACCELERATION - Revised appraisal by cost managers based on latest contractor cash flow indicates acceleration of expenditure on scheme
5.3 Nbch-p22-	HOUSING GROWTH	-	1,340	AWAITING APPROVAL - Budget for purchase of Baxter Court due to be approved July Co-op Exec.
5.4 Accelerated Adaptations Grant	PEOPLE CAPITAL & GROWTH	1,600	967	OVERSPEND - Latest forecast represents anticipated works required for post COVID backlog
5.5 West Bar Highways & Enabling	HOUSING GROWTH	-	655	AWAITING APPROVAL - Full costs of scheme included in forecast. Budget due to be approved at July Co-op Exec
5.6 Sf Devolved Capital	PEOPLE CAPITAL & GROWTH	-	640	AWAITING APPROVAL - Full costs of scheme included in forecast. Budget due to be approved at July Co-op Exec

5.7	Kitchen/bathrm Planned Replmt	HOUSING INVESTMENT	506	562	OVERSPEND - Final spend in 2020-21 was £1.374m. This excludes the March valuation of £417K, which was paid in April. The April valuation was agreed at £129K, paid in May. The June Valuation is £13,915. Current predicted outturn 2021-22 is £1.068m, this equates to an overspend of £562K. There are now only 9Nr Long Term Sundry (LTS) voids properties included within the 2021-22 extension programme. The forecasted cost for these 9 properties exceeds the original estimated costs and current project budget due to the extensive works required to these properties and is anticipated to be circa £450k. This figure is still subject to any unforeseen extra costs for unidentified structural/making safe works. Work to the RMS fire damaged properties has been completed and costs have been agreed to be recharged to RMS. These costs exceed the original estimate provided by RMS due to the extent of the repairs that needed to be undertaken to meet the lettable standard. The original estimated cost of these works is £85,792 and this was recharged in March 2021. A further recharge to cover additional and unforeseen works (up to circa £30,000) is to be agreed with RMS. Analysis has been undertaken by CDS on the contract projected overspend and will be reported to the next Homes Board.
5.8	Demolition Programme	HOUSING INVESTMENT	578	423	OVERSPEND/ACCELERATION - Programmed works to be completed this financial year. Accelerated spend of allocated budget, therefore allocated budget of £358,057 to be brought forward from 2022/23. This leaves total of £64,538 projected overspend for this financial year if all programmed works completed as planned. This is a 3 year contract, with all identified demolition included in the programme up to December 2021.
5.9	Adaptations	HOUSING INVESTMENT	74	387	OVERSPEND - There is still to be charged to this budget 38k pension deficit, 23k equipment, 8k stairlifts, 151k extensions & 42k retentions from the previous Wates Contract. The Cost manager to produce cost report and propose budget increase. Cost manager still waiting for Wates to complete final valuation
5.10	Fra Works 20-21 Coit	PEOPLE CAPITAL & GROWTH	2	264	AWAITING APPROVAL - Full costs of scheme included in forecast. Budget due to be approved at July Cabinet
Total			13,425	12,891	

6 - Key Issues and Risks

Key Issues

- **South West Schools Expansion Funding** - while funding now received for this latest position indicates that this will still leave an SCC contribution required overall estimated at £3m. Exacerbated by new forecast overspend re: Astrea Academy
- **SEND Places - Immediate** shortfall of places (Sept 21) to be addressed by £2m funding allocation and a revenue provision. However, medium to long term review indicates increasing pressure on places but no identified funding strategy. Work ongoing to clarify this.
- **Broadfield Road Junction Scheme** - Latest information suggests scheme is not deliverable withing current budget which will create pressure either through increased costs or potential repayment of funding if not progressed.
- **Parkwood Springs Access Road** - Scheme now abandoned - potential £434k hit to CIF if SCR will not fund.

Key Risks

Key risk areas -

Schemes funded via time limited grants

- **Get Britain Building Funded Projects** - Pocket Park HOCII (£4m) - Deadline 31/03/22
- **Active Travel Fund** - Sheaf Valley Cycle Route (£2.3m) - Deadline 31/03/22
- **LAD II Green Homes Grant** - Approx. £3m of work to be delivered before 31 Dec 2021 - already supply chain and contractor availability issues identified.
- **Public Sector Decarbonisation Grant Schemes** - £1m of work to be complete before 30th September 2021 - already supply chain and contractor availability issues identified
- **Transforming Cities Fund** - Up to £67m programme currently not deliverable by March 2023 deadline - Discussions underway with SCR regarding impacts and mitigations

High levels of inflation and supply issues re: construction materials - could have a significant impact on cost and delivery timescales of capital schemes. Could also lead to increased contractor disputes.



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

Tel: 0114 273 6831

Report of: *Eugene Walker*

Report to: *Co-operative Executive*

Date of Decision: *22nd September 2021*

Subject: *Capital Approvals for Month 04 2021/22*

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 Individual Executive Member Portfolio does this relate to? ***Finance and Resources***

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

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

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

Does the report contain confidential or exempt information? Yes No

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

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

Purpose of Report:

This report provides details of proposed changes to the Capital Programme as brought forward in Month 4 2021/22.

Recommendations:

Co-operative Executive is recommended to:

- (i) 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
- (ii) Approve the acceptance of grants as detailed in Appendix 2

**Background Papers:
Appendix 1, Appendix 2**

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

MONTH 04 2021/22 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:
- 8 additions of specific projects to the capital programme creating a net increase of £0.886m;
 - variations creating a net increase of £0.253m;
 - 1 reprofile of expenditure with net nil impact on budget
 - 2 amendments / extensions to procurement strategies with no budgetary impacts
- 1.3 Further details of the schemes listed above can be found in Appendix 1.

2. WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE

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

3. BACKGROUND

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

4. OUTCOME AND SUSTAINABILITY

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

5. OTHER IMPLICATIONS

5.1 Finance Implications

The primary purpose of this report is to provide Members with information on the proposed changes to the City Council's Capital Programme further details on each scheme are included in Appendix 1 in relation to schemes to be delivered and Appendix 2 in relation to grants to be accepted.

5.2 Procurement and Contract Award Implications

This report will commit the Council to a series of future contracts. The procurement strategy for each project is set out in Appendix 1. The award of

the subsequent contracts will be delegated to the Director of Financial and Commercial Services.

5.3 Legal Implications

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

5.4 Human Resource Implications

There are no direct Human Resource implications for the Council.

5.5 Property Implications

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

6. ALTERNATIVE OPTIONS CONSIDERED

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

7. REASONS FOR RECOMMENDATIONS

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

Finance & Commercial Services | Commercial Business Development

September 2021

Scheme name / summary description		Value £'000
A	Economic growth	
	New additions	
	<p>Stocksbridge Town Fund Manchester Road Hub</p> <p>Why do we need the project?</p> <p>In common with many other district centres, Stocksbridge (Manchester Road) is suffering from a significant loss of trade, partly to the adjacent Fox Valley retail park, as well as partly due to changing retail habits, as well as loss of purchasing power locally. The high street therefore has a “depressed” appearance, with empty shop premises and a lack of quality public space. The aim of the scheme is to create a community hub featuring:</p> <ul style="list-style-type: none"> • A bespoke, high quality, digitally connected space, for entrepreneurs, start-ups and microbusinesses in high value service sectors, with a focus on digital, tech, creative, clean growth, professional, scientific and technical sectors, accelerating the diversification of the Stocksbridge economy into high productivity, high value sectors; • Actively managed co-working space for freelancers, home-workers and the self-employed, animated to gel people and communities to build the next generation of Stocksbridge’s growth businesses • Individual flexible office units to assist the scaling up and growth of local businesses and entrepreneurs; • A modern library offering digital services accessible to all local people; • Flexible space for adult education and skills provision delivered by providers such as Northern College, providing residents with the opportunity to upskill locally, with learning tailored towards local sectors and growth priorities including skills required by microbusinesses; • Flexible space to accommodate ‘pop-up’ financial services, as well as the events, meetings, toddler groups, community groups etc currently accommodated within the library building • A vibrant café / food and beverage offer to drive footfall and create a buzz which puts Manchester Road on the map as a great place to meet and spend time. <p>How are we going to achieve it?</p> <p>Feasibility works will be carried out to take the project to the point of concept design to establish more accurately the costs of developing the scheme, along with any unidentified issues and risks. The cost of these works will be £200k funded initially from Corporate Resource Pool and then to be recovered from Towns Fund once available.</p> <p>What are the benefits?</p> <p>Anticipated benefits of overall scheme when complete</p>	+200

Page 108	<ul style="list-style-type: none"> • 200 new jobs • 350 learners supported each year • £350k rental income per annum <p>When will the project be completed? 2021-22</p>							
	Funding Source	Corporate Resource Pool in the first instance to be recovered from Towns Fund when available	Amount	£200k	Status		Approved	
	Procurement	<ul style="list-style-type: none"> i. Construction related professional services undertaken by the Capital Delivery Partner. ii. Programme management undertaken in-house by the Capital Delivery Service. iii. Cost management by direct appointment without competition. 						
Variations and reasons for change								
None								
B	Transport							
New additions								
None								
Variations and reasons for change								
<p>Station Road – Halfway Crossing</p> <p>Scheme description</p> <p>This project is to introduce a controlled pedestrian crossing on Station Road near Halfway Infants school as part of the corporate objective to increase participation in active modes of travel by providing safer walking facilities.</p> <p>There have been 4 injury accidents in the last 5 years (1 serious and 3 slight) at this location.</p>								+259

	<p>The introduction of a controlled pedestrian crossing at this location will improve access to:</p> <ul style="list-style-type: none"> • The nearby schools (Halfway Nursery and Infants, Halfway Juniors, Westfield), • Shopping at Morrisons, • Park and ride at Halfway/bus services, Leisure trips to Rother Valley, • Employment at Holbrook Industrial Estate <p>The scheme will also connect two communities together by providing a crossing facility across Station Road where high volumes of traffic sever convenient walking and cycling routes.</p> <p>What has changed?</p> <p>Following completion of the initial feasibility to assess the options for the scheme and identify the best location for the crossing the project is to proceed. To enable this, £259k of Road Safety funding has been added to the project. The full cost of the scheme is £268k</p> <p>Variation type: -</p> <ul style="list-style-type: none"> • Budget increase • Procurement Strategy 			
	<table border="1"> <tr> <td data-bbox="183 798 333 858">Funding</td> <td data-bbox="333 798 1998 858">Road Safety Funding [CIL]</td> </tr> </table>	Funding	Road Safety Funding [CIL]	
Funding	Road Safety Funding [CIL]			
	<table border="1"> <tr> <td data-bbox="183 858 566 919">Procurement</td> <td data-bbox="566 858 1998 919">i. Design and construction by Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI.</td> </tr> </table>	Procurement	i. Design and construction by Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI.	
Procurement	i. Design and construction by Amey Hallam Highways via Schedule 7 of the Streets Ahead PFI.			
	<p>City Centre Bus Stops</p> <p>Scheme description</p> <p>Since the introduction of the Emergency Active Travel Fund (EATF) measures within the city centre, there has been a need to improve the bus facilities for public transport customers. The work undertaken as part of these measures in 2020 was designed in a way to be implemented very quickly in response to the social distancing requirements associated with COVID-19. This rapid response meant that the provision of bus shelters was not included within the design.</p> <p>In addition to the changes implemented for social distancing, there has been a longstanding need to provide both shelters to not only improve the customer satisfaction of waiting for a bus but also enhance the aesthetical value of the city centre.</p> <p>What has changed?</p> <p>Following recent feasibility works, four connect shelters will be installed in the city centre. These works will be carried out by South Yorkshire Passenger Transport Executive [SYLTE] and Sheffield City Council will passport £20k of S106k funding as a contribution.</p> <p>Variation type: -</p> <ul style="list-style-type: none"> • Budget increase 	<p>+20</p>		

	Funding	S106	
	Procurement	N/A	
C	Quality of life		
	New additions		
	None		
	Variations and reasons for change		
	None		
Page 110	Green and open spaces		
	New additions		
	Hillsborough Park Development		+420
	<p>Why do we need the project? Hillsborough Park is one of Sheffield’s major event Parks and there are plans to apply for Green Flag status for the park. Currently hosting Tramlines, the park will also host another 2 day event in 2023, bringing much needed income into the park. However, in order to ensure the site is sustainable, both for events and for community use, the footpaths and drainage in the park need improvement. These enhancements will also help create an Active park throughout the year by improving the infrastructure for running, cycling, walking, and scooting.</p> <p><i>Why address it now?</i> To improve the footpaths and drainage on the site before the next Tramlines in 2022, and to enable greater use of the green spaces for community use and for running, cycling, walking, and scooting which currently, can be restricted because of the poor drainage in the park.</p> <p><i>Implications of not doing it now?</i></p> <ul style="list-style-type: none"> • Event areas not able to cope with increased footfall and vehicular traffic (there is no other suitable site to host an event the size of Tramlines) • Grass surface resilience in periods of inclement weather not achieved • Footpaths won’t be improved to address current health and safety issues, or to aid events and movement around the park <p>How are we going to achieve it? Carry out footpath and associated drainage works in the Northern areas of the Park.</p>		

- Footpath improvements: the project will widen and overlay the existing path. Trial pits have revealed that this is possible in most areas. Path levels will be built up and topsoil from widened areas be used to regrade down to existing levels. This will achieve the outcome of aiding event set up and take down, reducing park event impact.
- Drainage improvements *to be delivered as a separate tender*: a condition survey of the footpath drain along the side of the NW-SE footpath is required. If it needs to be fully replaced a land drain won't be required, and the gulley positions could be altered to pick up water on both sides of the path. If the drain condition is largely repairable, repairs will be factored in and the land drain built to assist with keeping water off the main field. *Full replacement of the existing drainage has been estimated and approval will be via a revised Outline Business Case.*

What are the benefits?

Objectives

- Increase park usage for all users during and in between events
- Achieve Green Flag status
- Improve event opportunities through additional income

Outputs

- Improved and better drained Events field
- New improved 4m width footpaths
- New drainage facilitated

Benefits

- Reduced event set up and take down time enabling park to return to normal use quicker
- Improved 'all year-round' park use
- Increased active park use, through park runs and casual football training
- New footpath / widening improvements will also support Cycling-4-All use
- Drainage improvements will reduce flooding impact on Hillsborough Arena Sports Association (HASA), maximising income opportunities, reducing risk and potential resurfacing impacts / costs
- Increased event income, which will be invested back into the Park
- Green Flag status

When will the project be completed?

May 2022

Costs 21/22

CDS Fees	£8.3K
Commercial Services	£1.0K
Design Fees	£6.0K
Footpath Works	£360.0K

Page 112	Contingency £44.7K Total £420.0K Funding Investment Programme £150K Pru Borrowing £270K Total £420K Revenue Implications Pay back of the borrowing will be £20.6K per year for 20 years, which will be covered by increased event income due to the scheme taking place.								
	Funding Source	Investment Programme & Borrowing	Amount	£420K	Status	Investment Programme Approved Borrowing confirmed as affordable	Approved	Green & Open Spaces Programme Group 16.08.21	
	Procurement	i. Construction related professional services undertaken in-house by the Capital Delivery Service. ii. Structural and civil design via the Capital Delivery Partner. iii. Works to the existing footpath network by E C Surfacing Ltd via the corporate Non-Highways Measured Term Contract.							
Bowman Drive BMX Renovation Why do we need the project? The purpose of the project is to renovate the Bowman Drive BMX track so that is fit for purpose and meets health and safety standards for such facilities. The design of the track was partly tarmac on partly unbound material. The unbound sections have fallen into disrepair and is no longer fit for purpose. Surrounded by a large residential community of both private and social housing in the Birley Ward, the site does meet the Sheffield Standard however the poor condition of the track is a factor that will impact on the site's quality score. <i>Why address it now?</i> The need for this project has been driven by the community of users of the track and supported by Local Ward Councillors. It needs to be fit for purpose and meet health and safety standards for such facilities How are we going to achieve it?									+21.7

Deliver a BMX track renovation works at Bowman Drive, which involves re-establishing the track in terms of track width and designed obstacles (such as bumps, dips and turns) in full tarmac.

This will include:

- Reshape track straights to original heights and widths where required. Existing asphalted areas to be left untouched.
- Rebase track where required using matching materials throughout
- On final resurfacing works: resurface track straights in asphalt material to match existing berms over the newly shaped base layer
- Clear drainage areas where required
- Existing asphalt areas to be left untouched during these works with newly surfaced lines finished up against

What are the benefits?

Objectives

- To renovate and improve the BMX track at Bowman Drive open space
- To ensure that the BMX track meets appropriate safety and design standards
- To raise the quality of the BMX track using a full tarmac surface to a standard that can then be maintained, ensuring its future viability

Outputs

- A BMX Track renovation re-established in terms of track width and designed obstacles in full tarmac.

Benefits

- Health and wellbeing improvements for local communities through the establishment of a fit for purpose BMX facility that encourages children and young people to be active
- Improved quality of an existing open space
- Increase the positive use of Bowman Drive
- Community Cohesion; the BMX will be a symbol of community pride

When will the project be completed?

November 2021

Costs 21/22

Track Construction	£20.0K
Contingency	£1.7K
Total	£21.7K

Funding

Public Health	£21.4K
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S106 £0.3K Total £21.7K							
Funding Source	Public Health & S106 Agreement 574	Amount	£21.7K	Status	Public Health Allocation Approved by Lead Member S106 residual amount to be used in this area	Approved	Green & Open Spaces Programme Group 16.08.21
Procurement		i. Construction related professional services undertaken in-house by the Capital Delivery Service. ii. Renovation works by variation to an existing capital contract.					
Variations and reasons for change							
Page 114	None						
	Housing growth						
	New additions						
<p>Porter Brook Pocket Park FEASIBILITY</p> <p>Why do we need the project? It is proposed to improve the Porter Brook Pocket Park both to address the antisocial issues as well as provide an improved setting to encourage / attract high quality development. The works will accelerate the development of much needed housing in Sheffield City Centre and improve the area in line with other city centre enhancement schemes.</p> <p><i>Why address it now?</i> A funding opportunity has presented itself via the Brownfield Housing Fund award for the demolition of the Avec Building on the site. As the costs for the demolition came in lower than expected its been possible to keep the full award (£350K) with agreement to include work to the Pocket Park in the scope of the grant.</p> <p><i>Implications of not doing it now?</i></p> <ul style="list-style-type: none"> • A funding opportunity will be missed • The development of much needed housing in Sheffield City Centre won't be accelerated • Consultations regarding the park took place in 2011 and 2013 so to miss this opportunity would be damaging to the Council <p>How are we going to achieve it? Carry out a feasibility to understand the viability and cost of the project, and identify potential design and structural risks.</p>							+19

Proposed works include: lighting, CCTV, graffiti removal and application of anti-graffiti sealant, replacing damaged and missing coping stones and repairs to cracks on the footway.

What are the benefits?

Objectives

- To understand the viability and cost of the project, and identify potential design and structural risks
- To allow proposed works to take place
- To encourage / attract high quality development
- To open access to the river, both for improving the environment and wellbeing as well as encouraging economic regeneration

Benefits

- Improved embankment treatment for public access once the area is redeveloped
- Improved environment and wellbeing, encouraging people to walk / exercise more
- Accelerate the development of much needed housing in Sheffield City Centre and improve the area in line with other city centre enhancement schemes

When will the project be completed?

June 2022

Costs 21/22

CDS & UED Fees	£15.9K
Surveys	£3.6K
Total	£19.5K

Funding Source	Brownfield Housing Fund	Amount	£19.5K	Status	Grant Acceptance going to August CPG, see separate Section below	Approved	Housing Growth Programme Group 18.08.21
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Procurement	i. Construction related professional services undertaken in-house by the Capital Delivery Service. ii. Ground investigations and topographical surveys by competitive quotes.
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Bamford Point Temporary Accommodation (TA) Additional Works FEASIBILITY

Why do we need the project?

The council is purchasing a recently completed block of 45 apartments for use as an additional Temporary Accommodation (TA) site. This will help reduce the reliance on using alternative accommodation such as dispersed general needs properties or expensive and unsuitable hotels and B&Bs. Following an initial site visit, additional works have been identified which need to be completed before the building is suitable for use as TA.

+26

Why address it now?

The purchase of the building is due to be completed by the end of September 2021 following capital approval of the Final Business Case and exchange of contracts at the end of August. To minimise the amount of time the property is empty once in council ownership, it is necessary to engage professional services now in advance of purchase completion and approval of the feasibility.

Implications of not doing it now?

If initial work is not started now, there will be an extended period between completion of the purchase and handing over to the Accommodation & Support Service. During this time, on-site security will need to be provided and the building will be liable for Council Tax. The service will also have to continue using high levels of alternative accommodation until this extra TA capacity is brought into use.

How are we going to achieve it?

- To produce a detailed specification for each piece of work, with revised costs estimates and recommended procurement strategy
- Carry out a full building survey to identify any elements of the building which do not meet the Council’s own performance specifications for fire safety, mechanical, and electrical installations
- Inform a revised viability assessment if required

What are the benefits?

Objectives

- Provide additional security screening and locks, CCTV, fob access controls, and provide suitable office space and meeting rooms as required by the service to create permanent TA suitable units

Benefits

- Property will be suitable for use as a dedicated Temporary Accommodation facility, adding much needed capacity and reducing the reliance on expensive and unsuitable hotels and B&Bs
- Accommodation and Support Service will be able to deliver intensive housing management support to customers on site, improving their chances of moving onto sustainable tenancies in the future.

When will the project be completed?

Feasibility September 2021

Costs 21/22

Delivery Partner Fees £21.5K

Building Survey £5.0K

Total £26.5K

Funding Source	HRA Borrowing	Amount	£26.5K	Status	Funding held in approved Stock Increase Programme	Approved	Housing Growth Programme Group 18.08.21
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Procurement	i. Construction related professional services and building survey undertaken via the Capital Delivery Partner.						
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Variations and reasons for change	
<p>Interim Temporary Accommodation (TA) – Knowle Hill Refurbishment FEASIBILITY TO NOTE</p> <p>Scheme description The Accommodation and Support Service has identified a shortfall in suitable Temporary Accommodation (TA) facilities over the coming years. It has been agreed that sufficient, purpose built, council owned, and managed accommodation is the preferred solution, but it has taken longer than anticipated to secure appropriate sites. Therefore, a programme and budget for interim acquisitions and refurbishments was approved in April 2020 to provide 50 additional 1-bed units in the shorter-term.</p> <p>What has changed? This project is for the appropriation and refurbishment of the former Knowle Hill Care Home at Halfway. The building has been vacant since 2017 and declared surplus by the People Portfolio in November 2019.</p> <p>Following a site visit and review by the service, the building was considered suitable for low-risk TA customers with a potential capacity for up to 25 self-contained 1-bed units plus office space and meeting room facilities to enable the provision of intensive housing management services on-site.</p> <p>What are the benefits? <i>Objectives</i></p> <ul style="list-style-type: none"> Initial feasibility study to establish the number of suitable 1-bed units which can be delivered within the existing footprint and fabric of the building Cost options for the full refurbishment of the building will be provided and is expected to include full replacement of the heating system and significant repairs to the roof. Requirements and options for staff facilities will be developed through further discussions with the service <p><i>Benefits</i></p> <ul style="list-style-type: none"> Reduced reliance on the use of expensive and unsuitable emergency hotel and B&B accommodation for TA Provide financial benefits as well as helping the council meet its statutory duties under the homelessness legislation Provision of intensive housing management support on site which will enable more customers to move on to sustainable longer-term tenancies <p>When will the project be completed? Feasibility November 2021</p> <p>Costs 21/22 CDS Fees £19.2K Surveys £5.0K Total £24.2K</p> <p>Budget Current Approved 21/22 Budget £473.8K</p>	<p>0</p>

	Funding	HRA Borrowing	
	Procurement	i. Construction related professional services undertaken in-house by the Capital Delivery Service. ii. Surveys by competitive quotes.	
Page 118	Council Housing Stock Increase Programme Block Allocation		
	Scheme description		
	Block allocation of funds for the Stock Increase Programme.		
	What has changed?		
	An Initial Business Case for feasibility works on the building being purchased at Bamford Point has been submitted and therefore needs funding drawing down to cover the costs. See separate entry for Bamford Point TA Additional Works Feasibility above.		
Variation type: Budget decrease			
Budget			
Current 21/22 Budget £1,756.2K			
Current 22/23 Budget $£22,198.1K - £26.5K = £22,171.6K$			
Total 21-26 Budget $£131,912.5K - £26.5K = £131,886.0K$			
	Funding	HRA Borrowing	
	Procurement	N/A	
F	Housing investment		
	New additions		
	None		
	Variations and reasons for change		
			-26

	None	
G	People – capital and growth	
	New additions	
	<p>Abbey Lane Primary Roof Planks – inspection / feasibility</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> • What is the problem we are trying to address? <ul style="list-style-type: none"> ○ A structural inspection of the ceiling slabs at Abbey Lane Primary School has confirmed the use of Reinforced Aerated Autoclaved Concrete (RAAC) planks in the 1960s extension above 12 rooms. The Standing Committee on Structural Safety (SCOSS) issued an alert in May 2019 regarding the failure of a flat roof constructed of RAAC planks. The SCOSS alert was issued to emphasise the potential risks from RAAC planks, most of which were installed in the 1960s - 1980s. The useful life of RAAC planks has been estimated to be around 30 years and pre-1980s planks are now past their expected service life – this includes those at Abbey Lane Primary School. The structural inspection report has recommended that consideration should be given to their eventual replacement. • Why do we need to address it now? <ul style="list-style-type: none"> ○ A measured building survey of all the rooms with RAAC roof planks is to be arranged within the next 3 month to establish a baseline for future surveys and inspections however, if the measured survey shows that the planks are deflecting excessively, rooms may have to be taken out of use due to the potential health and safety risks. • What are the implications of not doing it now? <ul style="list-style-type: none"> ○ The risks from RAAC roof plank failure set out in the SCOSS alert of May 2019 are not addressed. <p>How are we going to achieve it?</p> <ul style="list-style-type: none"> ○ To provide a feasibility and cost report for the replacement of the RAAC roof planks. This will be used in conjunction with the findings from the measured building survey to assist in planning future priority works with a view to replacing the planks over the next 4 years. ○ However, should the measured survey show that the planks are deflecting excessively and rooms have to be taken out of use, then carrying out this feasibility / cost report now will help reduce the amount of time needed to carry out a full design and procure a contractor to replace the RAAC planks in order to minimise disruption to the school. <p>What are the benefits?</p> <ul style="list-style-type: none"> • Outputs <ul style="list-style-type: none"> ○ Measured building survey of all 12 rooms with RAAC roof planks ○ Clear, costed and programmed approach to addressing the risks from RAAC roof plank failure set out in the SCOSS alert of May 2019 ○ An understanding of any more immediate requirement to replace excessively deflected RAAC roof planks 	+15.2

Page 120	<ul style="list-style-type: none"> ○ Reduces the amount of time needed to carry out a full design and procure a contractor to replace the RAAC planks in order to minimise disruption to the school. <ul style="list-style-type: none"> • Benefits <ul style="list-style-type: none"> ○ Baseline information on the condition of the RAAC roof planks in the extension to Abbey Lane Primary School ○ 4-year plan for replacing the RAAC roof planks using the information in the feasibility and cost report ○ Understanding of any more immediate requirement to replace excessively deflected RAAC roof planks <p>How will this project contribute towards the delivery of ‘Net Zero by 2030’?</p> <ul style="list-style-type: none"> • N/A <p>When will the project be completed?</p> <p>Indicative timescales depending on what, if any, works are required immediately: Feasibility & cost report: Oct 21 Delivery: Apr 22 - Mar 26</p>								
	Funding Source	DfE Condition Allocation	Amount	£15.2k	Status		Approved		
	Procurement		i. Feasibility undertaken either in-house by the Capital Delivery Service or the Capital Delivery Partner depending on capacity.						
Variations and reasons for change									
<p>Silverdale Temporary 2 Form Entry Expansion – 3Yr Extension of 2 Mobile classroom hire</p> <p>Scheme description</p> <ul style="list-style-type: none"> • In 2016-17 a temporary expansion of 60 places was provided at Silverdale Secondary School. This was delivered by the provision of a double mobile classroom on site. Due to the short timescales to complete the project, it was agreed to rent the mobile classrooms, with the intention that they would be removed once the pupils had transitioned through the school and the additional places no longer required. <p>What has changed?</p> <ul style="list-style-type: none"> • In February 2019 it was agreed to further extend the rental to August 2024 to accommodate further demand on places in the south west area, with this further request for rental funds to include the removal and making good costs at the end of the rental period. <p>Variation type: -</p> <ul style="list-style-type: none"> • Budget increase: request for the allocation of an additional £95k of Basic Need funding to facilitate the extension of the rental period to 2024. 									+95.0

	<ul style="list-style-type: none"> £95k capital costs for the rental of the double mobile classroom include the removal and making good costs at the end of the rental period, estimated at £10.9k including contingency. 			
	<table border="1"> <tr> <td>Funding</td> <td>DfE Basic Need Allocation</td> </tr> </table>	Funding	DfE Basic Need Allocation	
Funding	DfE Basic Need Allocation			
	<table border="1"> <tr> <td>Procurement</td> <td>i. To extend the existing arrangement via through the school's PFI with Vinci.</td> </tr> </table>	Procurement	i. To extend the existing arrangement via through the school's PFI with Vinci.	
Procurement	i. To extend the existing arrangement via through the school's PFI with Vinci.			
Page 121	<p>Private Sector Housing Accelerated Adaptations Grant – Level Access Showers</p> <p>Scheme description</p> <p>Accelerated Adaptations are a fast track grant for the provision of adaptations where the adaptation will prevent the applicant from going into care upon discharge from hospital or the applicant is terminally ill and the adaptation will reduce or delay the need for care. The maximum grant is £10k.</p> <p>What has changed?</p> <p>Due to the COVID-19 pandemic the number of adaptations completed has decreased due to the constraints of mobile working, local lockdown rules and restrictions, local contractor capacity and building material scarcity.</p> <p>To boost the completion rate of level access showers, the Equipment and Adaptations team require x2 measured term contracts with Principal Contractors to increase capacity.</p> <p>Variation type: -</p> <p>Procurement Strategy</p>	0		
	<table border="1"> <tr> <td>Funding</td> <td>DFG</td> </tr> </table>	Funding	DFG	
	Funding	DFG		
<table border="1"> <tr> <td>Procurement</td> <td> i. Construction related professional services via the Capital Delivery Partner. ii. Adaptation works by rotation via the YORbuild2 framework (x2 contracts) </td> </tr> </table>	Procurement	i. Construction related professional services via the Capital Delivery Partner. ii. Adaptation works by rotation via the YORbuild2 framework (x2 contracts)		
Procurement	i. Construction related professional services via the Capital Delivery Partner. ii. Adaptation works by rotation via the YORbuild2 framework (x2 contracts)			
H	Essential compliance and maintenance			
	New additions			
	<p>Facilities Management Programme – 4 Years (11 sites) – Feasibility</p> <p>Why do we need the project?</p> <ul style="list-style-type: none"> The Council's Corporate Property Estate has some urgent health & safety and compliance issues that must be resolved to ensure the buildings are compliant and can remain open. 	+88.7		

- SCC commissioned Rider Levett Bucknall to provide a cyclical programme of four facet surveys covering building condition, utilisation, functional suitability, and quality.
- Further services are now required to provide accurate building condition assessments of the SCC Corporate Estate, along with costed options for compliance and backlog maintenance issues.
- Failure to address serious and immediate compliance and health & safety issues will result in building closure, failure to deliver statutory services and possible future legal challenge.

How are we going to achieve it?

- Services are now required to: -
 - Undertake further building surveys
 - Commission specialist surveys (including asbestos)
 - Develop costed design options (considering environmental performance and net zero carbon requirements)
 - Propose procurement strategies for the programme of identified works.

What are the benefits?

- Outputs
 - An informed package of works, to address essential maintenance and repair, to meet the requirement for immediate investment in specific assets at risk of major or catastrophic failure, fire risk mitigation and other essential compliance works.
 - A longer-term approach that will provide buildings fit for purpose, fully utilised, well maintained and which meet the needs of service users both now and in the future.
 - By updating original condition information and preparing packages of works, SCC will be better placed to make strategic and informed decisions before embarking on a programme of investment to the Corporate Estate.
- Benefits
 - Updated condition survey data.
 - Provide potential alternative options to remedy building defects, considering cost, risk, programme and environmental issues.
 - Identification and scope of works to understand the extent of required works.
 - Proposed works will seek to address a range of identified defects.
 - Proposed options will provide packages of work that will allow the operational buildings that deliver the councils' statutory public facing services are fully functional with no interruption to service delivery being encountered through building failure.
 - Meet our Corporate Landlord's responsibility to ensure the safety of building users.
 - Provide SCC best value and any potential efficiency savings.

How will this project contribute towards the delivery of 'Net Zero by 2030'?

- The feasibility study will develop costed design options to consider environmental performance and net zero carbon requirements.
- Where more energy efficient services are proposed, they will be included in the options report as part of the feasibility study.

When will the project be completed?

The feasibility will be in 2 stages: undertaken between August – December 2021

The sites to be covered by this scheme are as below, together with an initial spit of feasibility costs: -

TFM PROGRAMME	£
o City Road Cemetery	8,279
o Highfield Library	9,112
o Hillsborough Library	8,427
o Hutcliffe Wood Cemeter	6,794
o Medico Legal Centre	4,416
o Redmires Travellers Site	3,863
o Ecclesfield EPU	11,601
o Beauchief Abbey	7,176
o Broomhill Library	9,885
o Greenhill Library	5,135
o Walkley Library	13,976
	£ 88,664

Note: Indicative final baseline cost estimates from the fee proposal for the potential work at each of the 11 sites are noted below:

Site	Works estimated total	Works Description	Specialist further investigation Provisional Sum	Total	Notes
City Road Cemetery	£64,212.93	External walls windows doors and roof	£2,500.00	£5,358.13	Specialist access equipment and access equipment.
Highfield Library	£358,327.30	External walls windows doors and roof	£1,500.00	£5,897.32	
Hillsborough Library	£151,239.88	Grounds, external walls windows doors, n		£6,545.02	
Hutcliffe Wood Cemetery	£188,859.90	External grounds		£4,397.32	
Medico Legal Centre	£44,169.62	External grounds		£2,858.13	
Redmires Travellers Site	£15,939.00	Mechanical		£2,500.18	
Ecclesfield EPU	£175,536.26	External walls windows doors, mechanica	£1,500.00	£7,508.09	External wall testing and access equipment.
Beauchief Abbey	£86,332.27	External areas, external walls and doors		£4,644.49	
Broomhill Library	£401,664.16	External areas, external walls and doors, r	£2,000.00	£6,397.32	Further investigation of windows and access equipment.
Greenhill Library	£109,486.32	External walls windows doors		£3,323.47	
Walkley Library	£306,731.47	External walls windows doors, mechanica	£2,500.00	£9,045.02	Further investigation of windows and access equipment.
			£10,000.00	£58,474.46	

Funding Source	Corporate Investment Fund	Amount	£88.7k	Status		Approved	
Procurement	i. Feasibility undertaken either in-house by the Capital Delivery Service or the Capital Delivery Partner depending on capacity.						

		ii. Surveys by competitive quotes.	
	Variations and reasons for change		
	None		
I	Heart of the City II		
	New additions		
	None		
	Variations and reasons for change		
Page 125	Heart of the City II (HoC2) Acquisitions and Strategic Development		-1,500k
	Scheme description Heart of the City 2 (formerly Sheffield Retail Quarter) seeks to transform Sheffield city centre with an improved retail, working, leisure and living environment through the delivery of a number of individual blocks. Two budget provisions were created at the outset of the programme to manage the site acquisitions, feasibility stage and initial programme management.		+1,500k
	What has changed? The remaining budget on the Acquisitions element is made up largely of provisions relating to acquisitions and general HoC2 programme contingencies. With the impending final settlement of the remaining acquisitions and review of programme risks, £1.5m of budget will not be required and is to be moved to the Strategic Development budget where it is required to cover the programme management costs until the end of the HoC2 delivery programme. Variation type: - <ul style="list-style-type: none"> Reprofile 		
	Funding	Prudential Borrowing	
	Procurement	N/A	

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	Scheme name / summary description of key terms	Funder	Value £'000
A	Economic growth		
	None		
B	Transport		
	None		
C	Quality of life		
	None		
D	Green and open spaces		
	None		
E	Housing growth		
	<p>Brownfield Housing Fund Grant for the Porter Brook Site</p> <p>Background Sheffield City Region has endorsed the allocation of 'early delivery' Brownfield Housing Fund grant funding to the Council to support the development and delivery of three projects in key strategic growth areas. The progression of each project will help unlock the delivery of new housing/ other regeneration benefits to the city.</p> <p>This element of the grant will help fund the demolition of the Avec Building on the Porter Brook site and improvements to the Pocket Park, unlocking the site for housing development.</p>	SCR	350

	<p>Financial Implications Key features (not exclusive) of the grant terms and conditions are summarised below. The Grant Manager will need to read, understand and comply with all of the grant terms and conditions.</p> <ul style="list-style-type: none"> • £350k Grant is for the Project to achieve the Project Outputs, Outcomes and Targets. • Qualifying Expenditure to be defrayed • Subsidy Rules as per the UK-EU TCA Rules / WTO-ASCM Rules together • Grant only for Eligible Costs and shall not be used otherwise without SCR approval • Only claim Qualifying Expenditure defrayed from Commencement Date to Completion Date. Any Qualifying Expenditure outside of these dates is ineligible for Grant purposes • SCC to inform SCR in advance if they are applying for third party funding • Grant is conditional upon the provision of match funding evidence. • Comply with monitoring, reporting and claims requirements / deadlines • SCC shall neither apply for nor accept duplicate funding for the Project or any related administration costs; any funding to be applied to the Eligible Costs which would breach the Subsidy Rules • SCC cannot recover more than salary plus 35% on-costs annually for admin costs. • SCC to inform SCR if it will not claim the Maximum Grant in any year • SCC to fund any match funding shortfalls / cost overruns and ensure that the Project Outputs, Outcomes and Targets are achieved by the Completion Date /Final Review date • SCC shall not make any Project changes (see details) without SCR approval: • SCC to submit acceptable Subsidy Control opinion • Ensure all Project Outputs are achieved by the Completion Date and that Project Outcomes and Targets are fulfilled by the Final Review Date • A grant allocation for a specific year is available for that Financial Year only and any carry forward would need to be approved by SCR • Retentions of 5% of which 2.5% paid on completion of the Project Outputs by the Completion Date (see details) and 2.5% paid on confirmation of Project Outcomes being delivered by Final Review Date • Retain documentary evidence of all capital/revenue purchases • The grant / project is subject to External Audit • Grant is subject to clawback if terms and conditions are not complied with including (not exclusive): 		
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	<ul style="list-style-type: none"> ○ Project change without prior SCR approval; Incorrect information provided by SCC; failure to comply with the Special Conditions; Works not commenced within 3 months of Agreement; Grant not used for the purpose given; unsatisfactory progress with project delivery; failure to keep/maintain records; obtain any form of duplicate Project funding ● Grant is subject to Subsidy Rules and SCC confirms the Grant is not prohibited by the Subsidy Rules and either: the Grant complies with the Principles; or it has received less than 325,000 IMF Special drawing rights in subsidies (including the Grant) over 3 years before this Funding Agreement ● Records shall be maintained for 10 years following the granting of the aid ● Retain all project documents re: implementation/financing for 6 years from 30 April 2023 ● Grant to achieve Project Outputs and is subject to up to 100% Clawback to the extent that the Outputs are not achieved ● Grant outside the scope of VAT but if any VAT is chargeable the Grant is inclusive of all VAT ● Start 01 Dec 2020 /End 30 April 2024 / Review 30 Sept 2024 <p>Commercial Implications</p> <ul style="list-style-type: none"> ● All public sector procurement is governed by and must be compliant with both the Grant Agreement and UK National Law. In addition, all procurement in SCC must comply with its own Procurement Policy, and internal regulations known as ‘Contracts Standing Orders’ ● Contracts Standing Orders requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase/acquire services, goods or works must go via a competitive process. ● The Grant Manager will need to develop a viable exit strategy for when the grant funding ends to ensure that there are no unfunded ongoing costs <p>Legal Implications</p> <p>The Council has a general power under Section 1 of the Localism Act 2011 to do anything that an individual may generally do provided it is not prohibited by other legislation and the power is exercised in accordance with the limitations specified in the Act which enables the Council to accept the grant of up to £350,000 from the Barnsley, Doncaster, Rotherham and Sheffield Combined Authority (SCR).</p>		
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	<p>If a decision is made to accept the grant, then the Council will be required to enter into a grant agreement (the Agreement) with SCR. The grant provided by SCR is to be used only for the eligible costs set out in the Agreement and in accordance with the terms and conditions detailed in the Agreement.</p> <p>Key points to note from the Agreement are:</p> <ul style="list-style-type: none"> • The grant must be delivered in accordance with the key dates and delivery milestones • There are a number of special conditions that need to be met prior to contract execution and then further special conditions that must be met prior to the grant being paid. These include but are not limited to submission of growth indicators and targets, risk register, an acceptable subsidy control opinion, evidence that SCC’s Board have approved the scheme, and a detailed project plan. Officers must ensure that all of these conditions are able to be complied with <p>There is a 5% grant retention amount, this 5% will be paid in two 2.5% payments when specific events have been completed for example practical completion of the works, review meetings being carried out and evidence that the project outcomes have been met.</p> <p>The grant is subject to 100% clawback to the extent that the project outputs are not achieved.</p> <p>The Council must comply with all applicable legislation and regulations including but not limited to Public Contracts Regulations 2015, UK GDPR, the Data Protection Act 2018 and Subsidy Control.</p> <p>The grant to the Council is not deemed to be an unlawful subsidy. If any details around the project change then this will need to be re-assessed.</p>		
	<p>Brownfield Housing Fund Grant for the Purchase of Allen Street</p> <p>Background Sheffield City Region has endorsed the allocation of ‘early delivery’ Brownfield Housing Fund grant funding to the Council to support the development and delivery of three projects in key strategic growth areas. This element of the grant will help fund the acquisition of the leasehold interest of Allen Street as part of the strategic brownfield site acquisitions within the wider city centre area.</p>	SCR	546

	<p>The acquisition will enable the assembly of land interests exclusively into SCC ownership, the freehold or long leasehold of which can then be marketed to achieve residential redevelopment.</p> <p>Financial Implications Key features (not exclusive) of the Grant Agreement are summarised below:</p> <ul style="list-style-type: none"> • Project Outputs / Outcomes to be achieved by required dates • Project Cost: £1,092,500 with capital match funding (SCC) of £546,250 • Start: 22/06/2021 end: 30/09/2021 Review: 31/03/2024 • Grant only for Eligible defrayed Costs and cannot be used otherwise without SCR agreement • Only claim Qualifying Expenditure defrayed from Commencement to Completion Date (30/9/21) - outside of these dates is ineligible for Grant. • SCC to notify SCR if applying for other funding for the Project • Grant conditional on match funding and SCC shall not apply for/accept duplicate funding • Eligible Costs funding must not breach subsidy rules (UK-EU TCA /WTO-ASCM) • SCC cannot recover more than salary plus 35% on-costs annually for admin costs • SCC to inform SCR if it will not claim the Maximum grant in a Financial Year • Grant is subject to closure of the Special Conditions • Formal confirmation of all other funding approvals required to deliver the project • Submission of acceptable Subsidy Control opinion • Retention of 5% on each Grant claim, SCR pay retentions at 2.5% of claim value and remaining 2.5% paid when Project Outcomes are delivered by the Final Review Date • Retain documentary evidence of all capital/revenue purchases and a register of suppliers/contractors, invoices etc • Subject to external audit • Comply with monitoring, reporting and grant claims criteria / deadlines • Grant is subject to clawback in a range of circumstances • SCC warrants that the Grant is not prohibited by the Subsidy Rules • Records shall be maintained for 10 years following the granting of the aid • All Project documents, implementation, financing kept for 6 yrs from 31/12/21 • If Project Outputs are not achieved then the grant maybe subject to clawback • Grant is outside the scope of VAT, but if VAT is chargeable then the Grant includes VAT 		
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	<p>Commercial Implications</p> <ul style="list-style-type: none"> • All public sector procurement is governed by and must be compliant with both the Grant Agreement and UK National Law. In addition, all procurement in SCC must comply with its own Procurement Policy, and internal regulations known as ‘Contracts Standing Orders’ • Contracts Standing Orders requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any requirement to purchase/acquire services, goods or works must go via a competitive process • The Grant Manager will need to develop a viable exit strategy for when the grant funding ends to ensure that there are no unfunded ongoing costs • The Project Manager will need to read, understand and comply with all the grant terms and conditions <p>Legal Implications</p> <p>The Council has a general power under Section 1 of the Localism Act 2011 to do anything that an individual may generally do provided it is not prohibited by other legislation and the power is exercised in accordance with the limitations specified in the Act which enables the Council to accept the grant of up to £546,000 from the Barnsley, Doncaster, Rotherham and Sheffield Combined Authority (SCR).</p> <p>If a decision is made to accept the grant, then the Council will be required to enter into a grant agreement (the Agreement) with SCR.</p> <p>The grant provided by SCR is to be used only for the eligible costs set out in the Agreement and in accordance with the terms and conditions detailed in the Agreement.</p> <p>Key points to note from the Agreement are:</p> <ul style="list-style-type: none"> • No significant changes can be made to the project, or changes which may result in the provision of the Grant breaching subsidy control rule, without the prior written approval of SCR • The grant must be delivered in accordance with the key dates and delivery milestones • There are a number of special conditions that need to be met prior to contract execution and then further special conditions that must be met prior to the grant being paid. These include 		
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	<p>but are not limited to submission of growth indicators and targets, confirmation of ground investigations completed, risk register, an acceptable subsidy control opinion, evidence that SCC's Board have approved the scheme, and a detailed project plan. Officers must ensure that all of these conditions are able to be complied with</p> <ul style="list-style-type: none"> • There is a 5% grant retention amount, this 5% will be paid in two 2.5% payments when specific events have been completed for example completion of the works, review meetings being carried out and evidence that the project outcomes have been met • The grant is subject to 100% clawback to the extent that the project outputs are not achieved <p>The Council must comply with all applicable legislation and regulations including but not limited to Public Contracts Regulations 2015, UK GDPR, the Data Protection Act 2018 and Subsidy Control.</p> <p>The grant will be subject to a subsidy control assessment prior to the grant being accepted and the grant agreement signed. This assessment will be undertaken to ensure that it complies with the subsidy control rules.</p>		
F	Housing investment		
	None		
G	People – capital and growth		
	None		
H	Essential compliance and maintenance		
	None		
I	Heart of the City II		
	None		

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Author/Lead Officer of Report: Neil Dunk

Tel: 273 4585

Report of: Mick Crofts

Report to: Cabinet

Date of Decision:

Subject: THE CITY OF SHEFFIELD (1, 3 & 5 Mount Pleasant)
COMPULSORY PURCHASE ORDER 2021

Is this a Key Decision? If Yes, reason Key Decision:- Yes No

- Expenditure and/or savings over £500,000

- Affects 2 or more Wards

Which Cabinet Member Portfolio does this relate to? 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 No

If YES, what EIA reference number has it been given? 812

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:-

“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).”

Purpose of Report:

The purpose of this report is to seek authority to make a Compulsory Purchase Order in respect of 1, 3 & 5 Mount Pleasant, Sheffield, S35 2WD to allow these dwellings to be renovated and occupied. There is demand for this type of property within the area. The dwellings are empty and have 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 (1, 3 & 5 Mount Pleasant) Compulsory Purchase Order 2021' (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, the Director of Legal & Governance be authorised 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 be authorised to negotiate the disposal of the land and to instruct the Director of Legal and Governance to complete all the necessary legal documents for the completion of the disposal.

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Karen Jones
		Legal: 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	EMT member who approved submission:	Mick Crofts
3	Cabinet Member consulted:	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.	
	Lead Officer Name: Neil Dunk	Job Title: Legal & Policy Officer
	Date: 17 August 2021	

1. PROPOSAL

- 1.1 The proposal is that the Council compulsorily purchase a small terrace of houses (the Property) comprising three dwellings: 1, 3 and 5 Mount Pleasant, Sheffield, S35 2WD (the Dwellings). The purpose of acquiring the Property is to enable these Dwellings 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 Dwellings, along with any meaningful proposals for bringing them back into occupation, the Council believes that they 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 the Dwellings and arrange for them 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 dwellings as an option of last resort where there appears to be no other prospect of those empty dwellings being brought back into use. The Statement of Reasons sets out the reasons why the Council wishes to purchase the Property.
- 1.2 As part of the Council Housing Acquisition Strategy, consideration was given as to whether the Property should be acquired for the purpose of Council housing. An assessment was carried out to determine the viability of the Property for this purpose. The outcome of this assessment was that, given the poor condition of the Dwellings, the refurbishment costs would be significant and therefore the acquisition for Council housing was not financially viable. The decision was therefore made not to pursue this option.
- 1.3 Consideration was also given to the option of the Council carrying out the renovations and then selling the dwellings on. However, after considering issues around upfront costs and implementation, and the Council's belief that if sold at auction the dwellings would be renovated and put back into occupation within a reasonable time, it was decided not to pursue this option. Under this option, the Council would need to incur significant additional upfront costs. The dwellings are in serious disrepair and lie within 0.38 acres of unmaintained land, which is in a very poor condition. In addition, it was considered that this option would involve a significant implementation process, including surveying and planning the works, carrying out necessary renovations and other development works that may be required, as well as the sale of the Dwellings. The expectation is that the Council would not be able to recoup its costs for some time. Further, the Council's confidence that there is a demand for the Property if sold at auction was confirmed following discussion with a leading auctioneer in Sheffield. They confirmed in June 2021 that, if the Property was placed into auction, they expected that it would be bought by a local developer to restore the dwellings for resale or rental. Further, that there was a strong demand amongst first time buyers for smaller properties of this nature and that there continues to be strong demand amongst developers, influenced by a growing shortage of restoration opportunities of this nature. Further evidence of the demand for one and two bedroom housing in the area is the Housing Market Profiles (HMP) 2019,

which reveals that there is a need for such properties for newly forming households in the Chapeltown/Ecclesfield area as these sized properties make up the biggest shortfall in the area. In addition, covenants shall be placed on the sale, making it a requirement that the dwellings are refurbished within 12 months of purchase and occupied within 18 months, which the Council will monitor and if necessary, enforce.

- 1.4 1 and 5 Mount Pleasant are one-bed roomed end terrace houses, and 3 Mount Pleasant is a two-bedroomed mid terrace house, all of stone fronted, slate roofed construction and Council Tax records reveal that the Dwellings have been empty since at least April 1999. A plan of the land proposed to be acquired has been prepared entitled “Map referred in The City of Sheffield (1, 3 & 5 Mount Pleasant) Compulsory Purchase Order 2021” and is displayed at Appendix 3 to this report and submitted to Cabinet for approval. The map shows the land to be acquired coloured pink.
- 1.5 The Dwellings are in a poor state of repair and all three have category 1 hazards present including damp and mould, excess cold, falls associated with stairs and entry by intruders.
- 1.6 Since the Council initially visited the Property in 2010, a number of complaints have been received about the condition of the Dwelling.
- 1.7 The Council has written to the owner on a number of occasions, with four letters sent in 2019 attempting to engage with the owner in order to seek a voluntary solution to the serious disrepair of these Dwellings. Despite the owner’s repeated claims that he was going to sell the Dwellings, there has been no satisfactory progress made by the owner to dispose of them.
- 1.8 In February 2017, with respect to all 3 Dwellings, Improvement Notices were served on the owner relating to category 1 hazards. Hazards observed are damp and mould, excess cold, falls associated with stairs and entry by intruders. No works to comply with the notices have been observed.
- 1.9 In June 2019, the Council wrote to the owner advising that the Council’s intention was to seek a CPO in respect of the Properties but, as an alternative, the Council would offer to purchase the Properties by agreement at their open market value. The Council repeated this offer to purchase the Properties by agreement in a letter sent to the owner in July 2019 and again in January 2021. No response was received to these offers.
- 1.10 The Council’s proposals, including further details on the properties, their 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 Council objectives set out in its ‘Our Sheffield One – Year Plan 2021/22’.

Communities and Neighbourhoods

- 2.2 The Plan notes “Too many parts of the city suffer from poor quality housing, often in specific parts of the private rented sector, while some don’t have access to a home at all”. Further that there are “significant shortfalls of affordable homes for sale or rent”. Therefore, the renovation and reoccupation of the Dwellings will help meet the identified housing need within the city in line with the Plan’s goal of “High quality, safe homes for all our citizens”.
- 2.3 An important goal under the Plan is to “tackle anti-social behaviour in all neighbourhoods”. The Council has received a number of complaints in respect of the Dwellings including reports that they have been vandalised and been the subject of anti-social behaviour, fly tipping and sightings of vermin in the badly overgrown gardens. Enabling the Dwellings to be put back into occupation will remove these negative impacts on the local community. The Dwellings also suffer from a category 1 hazard of excess cold.
- 2.4 The Council is committed to increasing the availability of residential accommodation within Sheffield and the Sheffield Plan Issues and Options published by the Council in September 2020 <https://www.sheffield.gov.uk/home/planning-development/emerging-sheffield-plan-draft> says ‘An average of about 2,185 homes per year (including homes needed to replace those that are demolished or converted to other uses) are needed to meet the demands of a growing population’. Bringing empty properties back into occupation supports this goal of increased housing provision in the city.
- 2.5 Over half a million people live in Sheffield. Of those, around 75% of households are in the private sector; either as an owner occupier or a private renter (*Source: 2011 Census for Sheffield*). <https://www.sheffield.gov.uk/your-city-council/sheffield-profile/population-and-health/2011-census.html>. There is a growing population in Sheffield (*Source: 2011 Census for Sheffield*) <https://www.sheffield.gov.uk/your-city-council/sheffield-profile/population-and-health/2011-census/key-statistics.html>) which puts an increased strain on demand for good quality, affordable housing.
- 2.6 Many people in Sheffield choose to live in the city long term, with nearly three quarters of people moving home within the city’s boundary. (*Source: Sheffield City Council Corporate Plan 2015-18*) However, in recent years, the house building rate has fallen substantially compared to pre-recession rates (*Source: State of Sheffield reports - <https://www.sheffieldfirst.com/key-documents/state-of-sheffield.html>*).
- 2.7 Although it is not illegal for owners to leave their property empty, the Council chooses to work pro-actively in bringing problematic empty properties back into use. By tackling such empty properties in this manner, it demonstrates the Council’s commitment to acting pro-actively in preventing such a waste of housing provision and the many negative effects empty properties can have on a neighbourhood.

Climate change, economy and development

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.

3. HAS THERE BEEN ANY CONSULTATION?

3.1 There is no statutory requirement to consult on these proposals. However, neighbours of 1, 3 & 5 Mount Pleasant have made repeated complaints regarding the condition of these Dwellings 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, having regard to the condition that the Dwellings are in at the time the Council takes 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 may, but does not expect, 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. It is likely that the sale proceeds will not cover the costs Council incurs in acquisition and subsequent disposal of the Property. The shortfall between the costs and sale proceeds will be met by the above mentioned budget.

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

4.3 Legal Implications

Under section 17 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 Properties. 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.

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

5. ALTERNATIVE OPTIONS CONSIDERED

5.1 Demolition

The Dwellings are in a state of disrepair empowering the Council to take various steps to remedy the problem, including renovation and demolition. 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

An officer from the Council's Private Housing Standards team first visited the Properties in February 2010 and found them to be vacant. From this date, the Council has not observed or received any information, that the properties have been occupied. The owner has taken inadequate steps to prevent their deterioration despite the Council writing on several occasions to the owner to express their concern over the condition of the properties and asking for the owner to explain his intentions for renovation and bringing the properties back into occupation. In addition, the Council has served Improvement Notices in respect of category 1 hazards observed that do not appear to have been complied with. It is therefore unlikely, should the Council do works in default, that this would result in the improvements to the Properties being sustained.

In those circumstances this option would be a poor use of limited resources and unlikely to achieve its purpose.

5.3 Empty Dwelling Management Orders

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

5.4 Purchase by Agreement

The Council have actively pursued this option which would have enabled it to sell the Property at auction, so that the Dwellings could be renovated and reoccupied. The Council has written to the owner on a number of occasions offering to purchase the Property by agreement. No response was received by the Council to these offers. If the owner was willing to engage, this is an option the Council would wish to pursue.

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 Dwellings, for which there is a demand, have remained in a poor state of repair for a significant period and there is little prospect of them being brought back into occupation. Compulsorily purchasing the Property is currently the only feasible option to ensure the renovation and re-occupation of the Dwellings. For these reasons, this is the preferred option.

6. REASONS FOR RECOMMENDATIONS

6.1 The Dwellings have been vacant since at least 2010 and are in a poor state of repair, attracting anti-social behaviour and are having a negative impact on the local community. There is a demand for these types of dwellings within Sheffield and the Council has, with limited success, attempted to engage with the Property owner, in an effort to get the Dwellings back into occupation, including an offer to purchase them 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 Dwellings safe. In those circumstances, as an option of last resort, the Council considers, to ensure the Dwellings are put back into occupation, that it is appropriate to seek a CPO in respect of the Property.

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**THE CITY OF SHEFFIELD (1, 3 & 5 Mount Pleasant)
COMPULSORY PURCHASE ORDER 2021**

STATEMENT OF REASONS

1.0 Property Description, Condition and Location

- 1.1 The land the Council seeks to acquire by compulsory purchase (the Property) is a terrace of houses comprising three dwellings: 1, 3 and 5 Mount Pleasant, Sheffield, S35 2WD (the Dwellings). 1 & 5 Mount Pleasant are one-bed roomed end terrace houses and 3 Mount Pleasant is a two-bedroomed mid terrace house all stone built and rendered, artificial slate roofed constructions. The Dwellings are situated close to the main road through the district of Chapeltown and lie to the north of Sheffield city centre on the border with Barnsley. The Dwellings have been registered as empty since 1999 (*source: Council Tax database*^{9.1}). Officers from the Council's Private Housing Standards team have been visiting the Dwellings from February 2010 when they were noted as unoccupied, and the Dwellings have been unoccupied on each subsequent visit.
- 1.2 The Dwellings were first visited by the Council in February 2010 as part of a routine inspection of long-term empty properties in Sheffield. The first complaint was received by the Council in July 2013 when a neighbour complained about the overgrown nature of the gardens and their belief that the Dwellings had been empty for at least 15 years^{9.2}. A further enquiry regarding the Dwellings was received in November 2014 when a local councillor contacted the Council advising that she had received a few complaints about the Dwellings and that in particular that they had been empty for years, had become a breeding ground for vermin, had suffered from fly tipping in the garden and were an eyesore^{9.3}.
- 1.3 In May 2015, a complaint was received from a member of the public via a local councillor stating that the Dwellings had been empty for a number of years and that the gardens were being used for fly tipping which, in turn, was attracting rats and foxes^{9.4}.
- 1.4 In September 2016, a complaint was received from a neighbour complaining of the rising levels of vandalism and anti-social behaviour as a result of the state of the Dwellings^{9.5}.
- 1.5 In November 2015 a Notice of Entry was served on the owner seeking access to the Dwellings^{9.6}. The owner failed to appear at the time indicated on this notice. Following this, a Warrant of Entry was successfully applied^{9.7} for and a forced entry under this warrant was made in May 2016 and a full inspection of the Dwellings was carried out^{9.8}. In February 2017, Improvement Notices were served on the owner due to the presence of category 1 hazards at the Dwellings^{9.9}. These Hazards were damp and mould, excess cold, falls associated with stairs and entry by intruders. The Notices stipulated that works must be carried

out by 1 May 2017. On 28 April 2021, an external inspection was made of the Property ^{9.3}. All windows and doors were fully boarded and there was no evidence of any works having been carried out. The property remained in a state of disrepair.

2.0 Purpose in Acquiring the Properties and Future Use.

- 2.1 The purpose of acquisition of the Property is to enable the Dwellings to be renovated and re-occupied.
- 2.2 This proposed Compulsory Purchase Order (CPO) is a last resort measure as the Dwellings have been vacant since 1999 and the owner has not taken adequate steps to prevent their deterioration. There is demand for these types of Dwellings within their locality. The Council have served legal notices on the owner to remedy category 1 hazards, but the owner has not taken reasonable steps to put the Dwellings back into occupation or to ensure they are fully maintained.
- 2.3 The Council seeks a CPO in respect of the Property to enable it to be sold on the open market and the Dwellings to be put back into occupation. Demand for these type of dwellings in this area is strong, as demonstrated in section 5.0 of this statement. The intention is to sell the Property immediately following acquisition. The Council will place a covenant on the sale stating the Dwellings must be refurbished within 12 months of purchase and occupied within 18 months of purchase.

3.0 Contact with the owner

- 3.1 The Council first wrote to the owner on 20 May 2010 offering advice and assistance in bringing the Dwellings back into occupation ^{9.10}. No response was received to this letter.
- 3.2 On 26 November 2013, the owner emailed Private Housing Standards to say that in all probability, the Property will be going on the market at some point ^{9.11}. On the same date, the Council emailed the owner to ask for timescales when the Property would be going on the market for sale. On 27 November 2013, the owner emailed Private Housing Standards to say that he imagined that the Property would be on the market within the next few months ^{9.3}.
- 3.3 In 2014 and 2015 the Council had a significant number of email communications with the owner when he repeatedly indicated his intention to sell the Property and had instructed an estate agent ^{9.13}. The Council had a number of communications with the estate agent, who indicated that the owner was not properly engaging with them to enable the Property sale. In 2016, the estate agents indicated that they had tried approximately 15 times to contact the owner but without success ^{9.3}.
- 3.4 Following the service of Notice of Entry notices in respect of the Dwellings in December 2015, when the owner failed to attend at the time stated in the notices, a full inspection of the Properties was carried out under a Warrant of entry in May 2016.
- 3.5 In February 2017, Improvement Notices were served on the owner in order to remedy the category 1 hazards found at the Dwellings ^{9.9}.

- 3.6 In March 2017, the Council received a letter from the owner indicating that he was experiencing problems managing the Dwellings and intended to sell them. He stated that he had a buyer^{9.14}. In April 2017, the Council asked for contact details for the buyer and the solicitors dealing with the sale. In May 2017, the owner emailed to say his buyers were dragging their heels^{9.15}. In the same month, the Council emailed the owner with the contact details of someone who had expressed an interest in buying the Dwellings^{9.16}.
- 3.7 In June 2017, the owner emailed the Council to say that he had three interested parties and felt the sale should be going through very soon^{9.17}. To date, there is no evidence that the Property is being sold.
- 3.8 In 2019, the Council wrote four letters^{9.18} to the owner to offer assistance to enable the Dwellings 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 and again in January 2021^{9.19}. No written response has been received to any of these letters.

4.0 Housing Need

- 4.1 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^{9.20}. According to Sheffield City Council's Housing Solutions Team, as of May 2021, there were 199 households who were living in homeless temporary accommodation.
- 4.2 In March 2020, Council stock numbered 38,989 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, 35% are 1 bed, 27% are 3 bed, under 1% are 4+ bed and under 1% are bedsits. (Source: Sheffield City Council Local Authority Housing Statistics/Local Authority Data Return 2019/20)
- 4.3 According to Council Tax records, at the end of March 2021 there were 2808 long term (over 6 months) empty properties in Sheffield^{9.21}.
- 4.4 Mount Pleasant is located in the district of Ecclesfield which falls into the Housing Market Area classed as Chapeltown/Ecclesfield largely consisting of an older population and settled families with children (Source: Housing Market Profiles 2019)
<https://www.sheffield.gov.uk/content/sheffield/home/housing/sheffield-housing-market.html>
- The Housing Market Profiles (HMP) 2019 report states that there is need for one and two bedroom housing^{9.22} for newly forming households in this Chapeltown/Ecclesfield area as these size properties make up the greatest shortfall in the area
- 4.5 The HMP states that of the number of people within this area who need to move in the next 5 years, 35% expect to remain in the area. This is the second highest

rate of people who expect to remain in their 'own' area behind the South HMA area ^{9.23}.

- 4.6 A leading auctioneer in Sheffield confirmed in June 2021 that, if the Property was placed into auction, he expected that it would be bought by a local developer who would most likely restore it for resale or possibly rental. The auctioneer also confirmed that there was a strong demand amongst first time buyers for smaller properties of this nature. The auctioneer also confirmed that there continues to be strong demand amongst developers, influenced by a growing shortage of restoration opportunities of this nature. ^{9.24a}

5.0 Environmental Impact

- 5.1 The visual impact of the Property is having a detrimental effect on the neighbourhood, apparent from the condition of the Dwellings as seen during numerous inspections dating back to 2010. The initial complaint to the Council referred to the Dwellings being empty for at least 15 years and that the garden was heavily overgrown and encroaching onto both the complainant's garden and the neighbouring public footpath.
- 5.2 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 the Dwellings, complaints have been made that indicate that the Dwellings have been the subject of vandalism, anti-social behaviour and fly tipping.

6.0 Justification for Compulsory Purchase

- 6.1 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 the Dwellings within the locality, as demonstrated in section 5.0, the Dwellings are in a poor state of repair and the owner, despite requests for his intentions for the Dwellings along with offers of assistance in letters sent as described in section 4.0, has not taken satisfactory steps to repair the Dwellings or to put them back into occupation. Further, compulsory purchase is the best option for bringing the Dwellings back into residential use.

7.0 Human Rights

- 7.1 The Council, when deciding to acquire the Properties 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 Dwellings are in a poor state of repair and unoccupied and consequently none of them are 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 any of the Dwellings 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 owner's 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.

8.0 Planning Requirements

- 8.1 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^{9.25}.

9.0 List of supporting evidence

- 9.1 Council Tax email
- 9.2 Complaint email
- 9.3 Computer Flare records
- 9.4 Councillor enquiry
- 9.5 Complaint email
- 9.6 Notice of Intention to Exercise Power of Entry
- 9.7 Warrant of Entry
- 9.8 Inspection notes
- 9.9 Improvement notices
- 9.10 Letter to owner
- 9.11 Email from owner
- 9.12 Email from owner
- 9.13 Email from owner
- 9.14 Letter from owner
- 9.15 Email from owner
- 9.16 Email to owner
- 9.17 Email from owner
- 9.18 Letters to owner
- 9.19 Letter to owner
- 9.20 Census information
- 9.21 Empty property statistics
- 9.22 Housing demand information
- 9.23 Housing demand information
- 9.24 Auctioneer correspondence via email
- 9.25 Email from Planning

APPENDIX 2

**THE CITY OF SHEFFIELD (1, 3 & 5 Mount Pleasant)
COMPULSORY PURCHASE ORDER 2021**

EQUALITY IMPACT ASSESSMENT

APPENDIX 3

**THE CITY OF SHEFFIELD (1, 3 & 5 Mount Pleasant)
COMPULSORY PURCHASE ORDER 2021 ORDER MAP**

APPENDIX 4

FINANCIAL AND COMMERCIAL IMPLICATIONS



I Like It



Tags & Notes

[Print this page](#)

Equality Impact Assessment

[Switch to Print View](#)

Introductory Information

Reference number

812

Proposal type Budget Project**Project name**

Compulsory Purchase Order (CPO) for 1,3 & 5 Mount Pleasant

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

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SAVE

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

14/15	15/16	16/17	17/18	18/19	19/20	20/21	21/22
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EIA date **EIA lead** **Person filling in this EIA form** **Lead officer** **Lead Corporate Plan priority**

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SAVE

Portfolio, Service and Team

Cross Portfolio

Yes No

Portfolio

Place ▼

Place service(s)

- Business Strategy and Regulation
- City Growth
- Culture and Environment
- Housing and Neighbourhoods Service
- Major Projects
- Repairs and Maintenance Service
- Transport and Facilities Management

Place team(s)

Legal Team

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 Compulsory Purchase Orders of Property's 1,3 & 5 Mount Pleasant is to allow it to be renovated and occupied. There is demand for property in this area. The property is empty and has particular detrimental effect on the surrounding neighbourhood.

If you want to enter more information please attach a document in the supporting documentation below.

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SAVE

Impact

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

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

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

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

Overview

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

There will be no detrimental effect on any of the characteristic equality groups.

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SAVE

Impacts

Proposal has an impact on

Health	Age	Disability	Pregnancy/Maternity	Race	Religion/Belief	Sex
Sexual Orientation	Transgender	Carers	Voluntary/Community & Faith Sectors			Cohesion
Partners	Poverty & Financial Inclusion		Armed Forces	Other		

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SAVE

Age

Staff

Yes No

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

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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SAVE

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

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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SAVE

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

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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SAVE

Race**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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Religion/Belief**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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Sex**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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SAVE

Sexual Orientation

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.

The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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Transgender

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.

The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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Carers

Staff

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

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

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Armed Forces**Staff**

Yes No

Customers

Yes No

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

Note implication on serving forces personnel, reservists, veterans or families of. If you wish to enter more information please attach a document in the supporting documentation section below.

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Other**Staff**

Yes No

Customers

Yes No

Please specify

The properties will be placed into the housing stock at SCC and will be made available to all customers that for any r

Impact

Positive Neutral Negative

Level

None Low Medium High

Details of impact

There will be no detrimental impact on any characteristic group.
The properties will be sold at auction with a caveat to ensure that the properties are refurbished and brought back into occupation.

Please include details of any area of impact not listed elsewhere. If you wish to enter more information please attach a document in the supporting documentation section below.

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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

Please see Cabinet Report for full details of the process.

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

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

Supporting Documentation

[Click here to attach a file](#)

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Consultation

Consultation required

Yes No

If consultation is not required please state why

There is no statutory requirement to consult on these proposals. However, neighbours of 1, 3 & 5 Mount Pleasant have made repeated complaints regarding the condition of these Dwellings and the Council has engaged with them to discuss their concerns.

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

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Summary of overall impact

Summary of overall impact

Compulsory Purchase Order properties will be refurbished and brought back in for occupation.

Summary of evidence

Changes made as a result of the EIA

If none, specify why

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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

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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.

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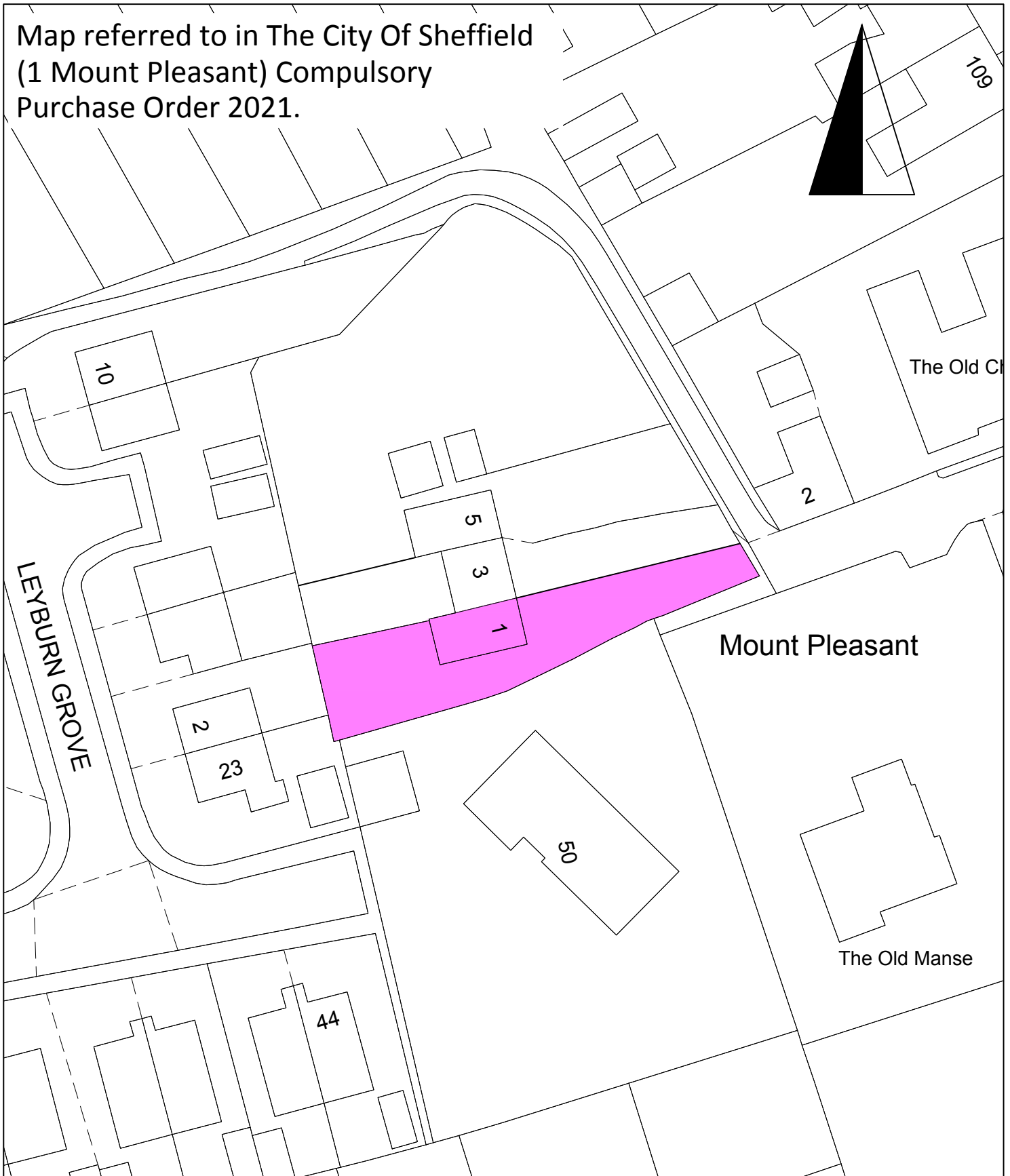
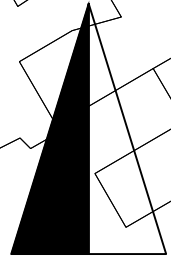
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Incomplete

Mark as ready for approval

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

Map referred to in The City Of Sheffield
(1 Mount Pleasant) Compulsory
Purchase Order 2021.



Scale
1:500
Date
04/01/2021

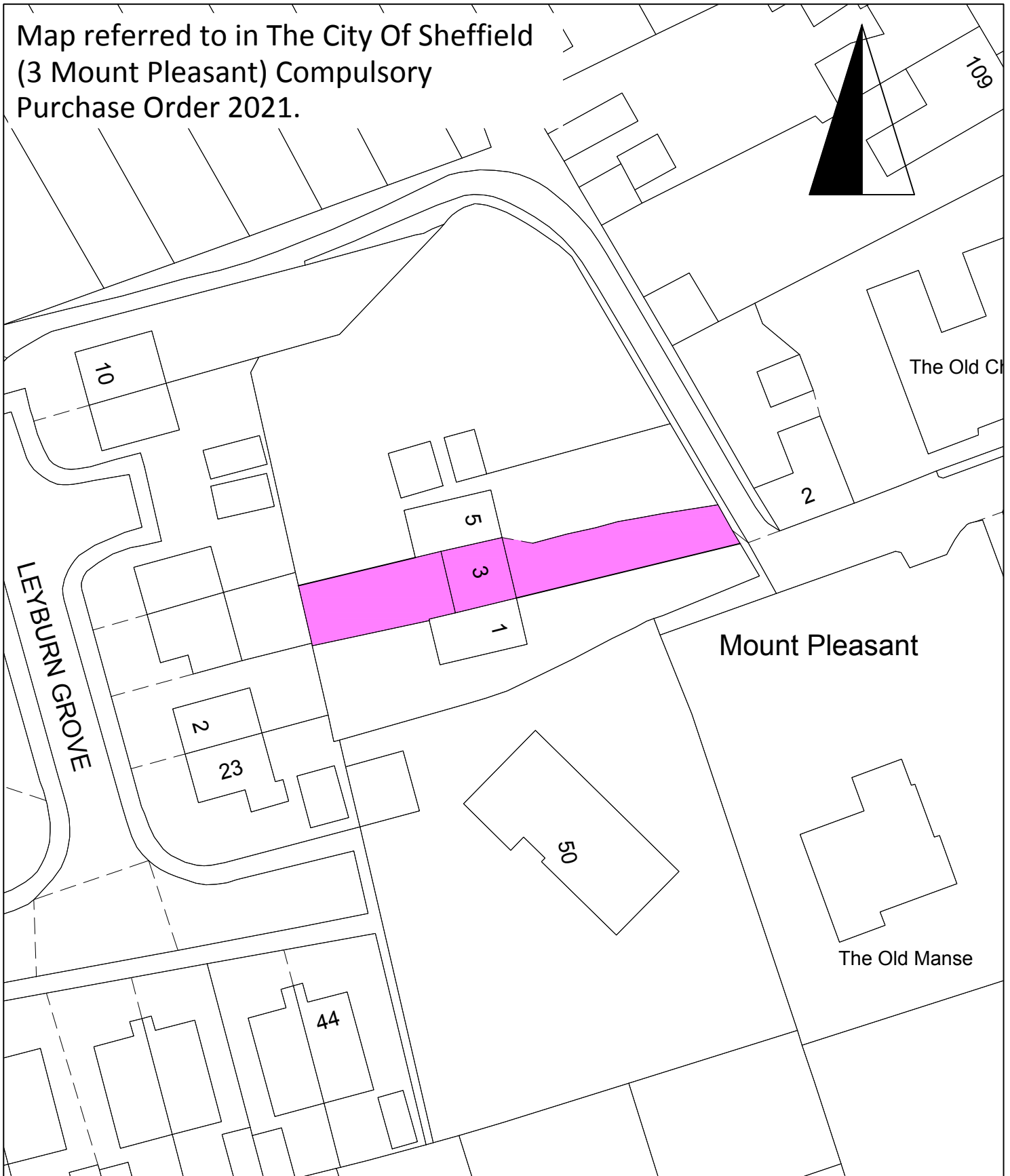
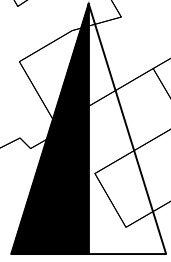
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(3 Mount Pleasant) Compulsory
Purchase Order 2021.



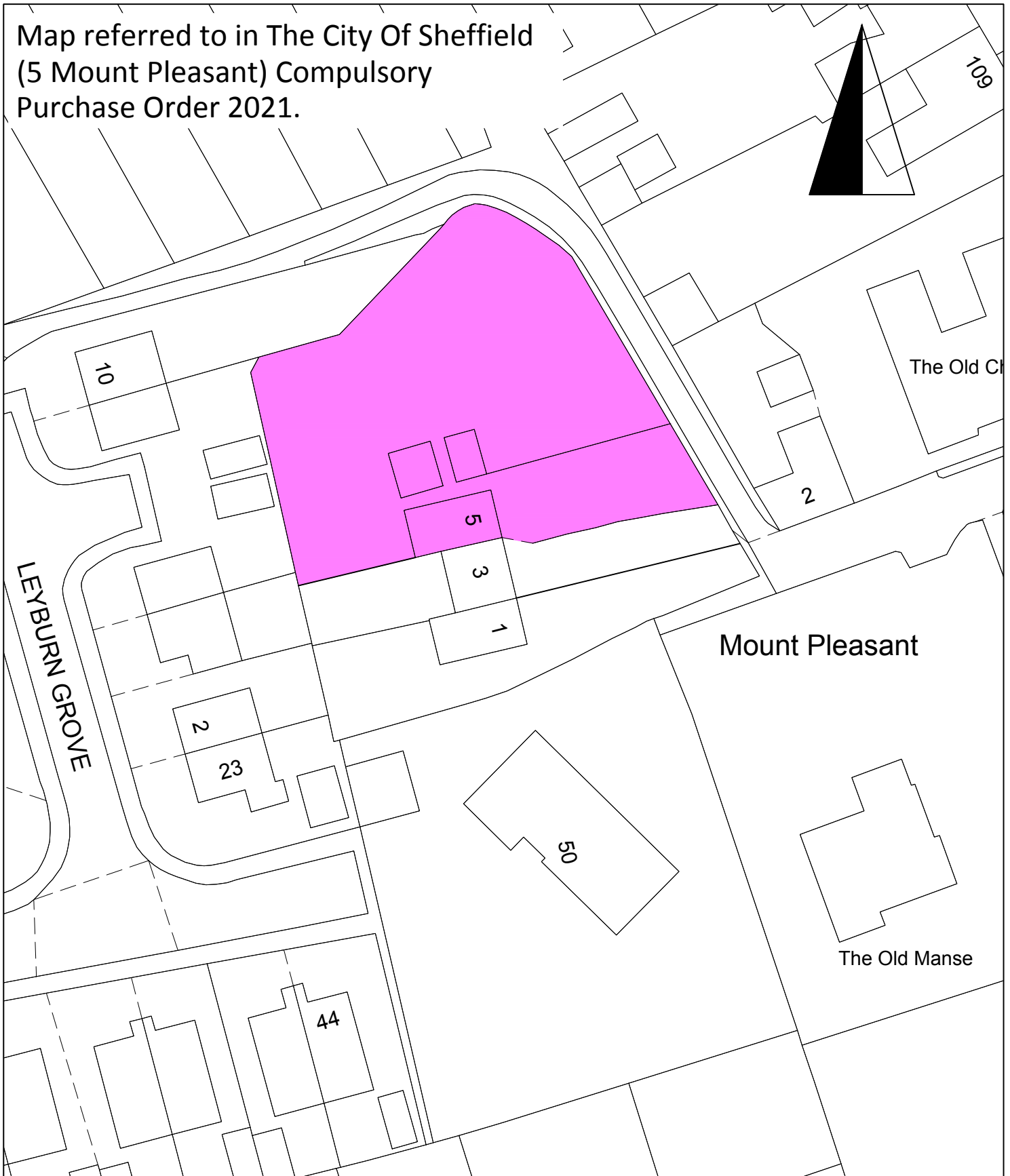
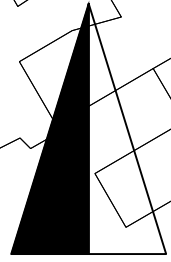
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	Date 04/01/2021



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Date
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