

Co-operative Executive

Wednesday 9 June 2021 at 2.30 pm

Town Hall, Sheffield, S1 2HH

The Press and Public are Welcome to Attend. *Please see “PUBLIC ACCESS TO THE MEETING” below, for details of how to access the meeting, and the safety measures which will apply

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

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 NOTE: This meeting of the Co-operative Executive has to be held as a physical meeting. Social distancing restrictions and other public health safety measures still apply. The Council Chamber can accommodate all Co-operative Executive Members, plus officers, and a limited number of members of the public within a safe indoor environment.

However, if you would like to attend the meeting, you must register to attend by emailing committee@sheffield.gov.uk no later than 9am on the Monday before 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 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 or from the English Institute of Sport, Coleridge Road, Sheffield S9 5DA. 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. To observe the meeting remotely as a member of the public, please click on the 'view the webcast' link provided on the meeting page of the website.

Cabinet decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Scrutiny Committee or referred to the City Council meeting, in which case the matter is normally resolved within the monthly cycle of meetings. If you require any further information please contact Craig Rogerson on 0114 273 4014 or email craig.rogerson@sheffield.gov.uk.

**CO-OPERATIVE EXECUTIVE AGENDA
9 JUNE 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 - 36)
To approve the minutes of the meeting of the Cabinet held on 17th March 2021
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Delivering for our Communities - Developing a 1 Year Plan for Sheffield's Recovery** (To Follow)
Report of the Chief Executive
- 8. Sheffield Covid Business Recovery Plan: Phase 1 Recovery Delivery Programme** (Pages 37 - 58)
Report of the Interim Executive Director, Place
- 9. Sheffield City Region - Low Carbon Business Support Project** (Pages 59 - 72)
Report of the Interim Executive Director, Place
- 10. Stocksbridge Towns Fund** (To Follow)
Report of the Interim Executive Director, Place
- 11. Extension of the Alternative Provider Framework** (Pages 73 - 80)
Report of the Executive Director, People Services

NOTE: The next meeting of Co-operative Executive will be held on Wednesday 23 June 2021 at 2.00 pm

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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

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

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

You **must**:

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

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

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

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

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

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

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

You have a personal interest where –

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

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

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

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

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

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

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Cabinet

Meeting held 17 March 2021

PRESENT: Councillors Bob Johnson (Chairman), Jackie Drayton, Terry Fox, Julie Grocutt, Mazher Iqbal, Mark Jones, Mary Lea, George Lindars-Hammond, Abtisam Mohamed and Paul Wood

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Paul Wood who joined the meeting part way through.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 It was reported that the appendices to the following reports were not available to the public and press because they contained exempt information described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), relating to the financial or business affairs of any particular person. Accordingly, if the content of the appendix was to be discussed, the public and press would be excluded from the meeting:-

<u>Item No.</u>	<u>Title</u>	<u>Excluded Appendix</u>
16	Future High Street Fund – Fargate and High Street	A, B and C
18	Contract to Act as Agent of Yorkshire Water to Collect Water Rates Along With Council Tenant Rent	A

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest made.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of Cabinet held on 17th February 2021 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Public Questions Concerning the EIA report, Age UK at Hillsborough Park and John Lewis

5.1.1 Nigel Slack asked the following three questions:

1. Will Council please send me the EIA report 916 regarding the new LACs and explain why this did not form part of the background papers?
2. It is always fun to see the rush of decisions being made by Council in advance of Purdah and it is interesting how many are 'good news' stories. The decision on Hillsborough Park is great news and yet we have other great organisations and buildings still awaiting proper lease arrangements. How did Age UK at Hillsborough Park manage to jump to the head of the queue?
3. With John Lewis no longer able to guarantee the future of the Sheffield store, what arrangements are in place for Council to reclaim the costs of their recent lease negotiations and have the funds for the refurbishment of the store been provided to John Lewis and if so, how will they be retrieved?

Mr Slack expressed his sadness at the closing of Thorntons.

5.1.2 Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance and Deputy Leader of the Council) echoed Mr Slack's sadness at the loss of Thornton's. He agreed to share the EIA report with Mr Slack, but stressed that this was a live document and may well change before it is completed.

5.1.3 Councillor Mary Lea (Cabinet Member of Culture, Parks and Leisure) responded to question two. She agreed that this was a great project and would benefit those with dementia or impacted by dementia and those who use Hillsborough Park. She said she was not aware of a queue for leases and stated that this project was first proposed in 2017. She said there were various factors that influenced when a lease was signed, including feasibility and sustainability.

5.1.4 Councillor Mazher Iqbal (Cabinet Member for Business and Investment) stated that the closure of Thornton's was another loss for the High Street. He explained that high streets were changing before the pandemic, and unfortunately have continued to change due to the impact of COVID-19.

Councillor Iqbal said that the Council will work with its partners to provide staff with as much support as possible.

Councillor Iqbal stated that John Lewis had surrendered their lease in July 2020, which had a 42 year term remaining. He added that there was also a charge on the ground rent, which was nominal. The payment at that time was £3 million and following that the Council also entered into a 20 year model lease for the building. At that time, the rent was based on John Lewis' turnover. The Council was looking at refurbishing the building and those refurbishment costs would have been released once the work had been undertaken. Councillor Iqbal directed Mr Slack to the agenda – specifically the Future High Street Fund and the Pound Park which was being consulted on. He added that there was a West Bar scheme of £150 million. Councillor Iqbal stated that the Council continues to strive for a world-class city

centre.

5.2 Public Question Concerning Local Area Committees

5.2.1 Vicky Seddon asked the following question:

The intentions spelled out in the tabled proposals for a new variety of Area Committees (we have had them in different formulations in the past) are ambitious and commendable. Giving local communities a voice in the decisions on their localities is to be welcomed. But with the membership of these committees restricted to the elected councillors in the wards designated as part of that Area, and (to my understanding) no provision for co-options, how do the movers of the motion envisage those communities having any real decision-making input in the proposed Area Committees?

5.2.2 Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance and Deputy Leader of the Council) thanked Ms Seddon and Mr Slack for their participation throughout this process. Councillor Fox stated that the Local Area Committees had been influenced by Sheffield residents throughout the process. He explained that democratically elected councillors will be sat on the committees as decision makers, however; he stated this would not take away from the power residents will have to shape and influence decisions.

5.2.3 Councillor Bob Johnson (Leader of the Council) thanked Ms Seddon for her question and for her involvement in the development of LACs.

5.3 Public Questions Concerning Local Area Committees

5.3.1 Mike Hodson asked the following questions of the Cabinet:

While welcoming this potentially ambitious and far-reaching proposal to enable the citizens of Sheffield to exercise more influence, more control and more scrutiny over local issues and decisions, I do wonder at the haste with which this scheme has been put together, and at the lack of some key elements needed to achieve this laudable ambition: in particular

Where is the prior consultation and discussion with communities that was supposed to precede and enable this proposal to proceed?

If a stronger local voice is a key aim and outcome, why are some key provisions apparently missing? Such as:

- commitment to and provision for community representation in addition to that of local Councillors
- provision for non-Councillor members to add items to the agenda for meetings
- provision for non-Councillor members to request additional meetings
- provision for measures to promote openness and transparency and access to information

A recognition that these multi-ward Areas are over-large for effective community participation, and that the lack of effective access to these Area Committees will

diminish the vital trust needed for the scheme to succeed?

- 5.3.2 Councillor Bob Johnson (Leader of the Council) responded to question one and stated that the Council had been working for some time to increase engagement with residents – including the Big City Conversation. He explained that residents had expressed their desire to play an increased role in local decisions, and the Local Area Committees are the principal way in which the Council aimed to achieve this.
- 5.3.3 Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance and Deputy Leader of the Council) responded to question two. He stated that there was currently a skeleton proposal for Local Area Committees, which will be built upon during tomorrow's Special Full Council meeting. Councillor Fox stated that the Council wanted to include all residents and communities in this process.
- 5.3.4 Councillor Bob Johnson (Leader of the Council) stated the committees have been designed to fulfil the minimum legal requirement for establishment of local decision making. Councillor Johnson explained the committees aimed to work in a way which best suit different neighbourhoods.

5.4 Public Questions Concerning Council Meetings and Tree Felling

5.4.1 Russell Johnson asked the following questions:

1. Will the Leader describe the steps being taken to:
 - a) restore credibility to the Public Questions process at FC and Cabinet, in response to concerns about frequent non-answers and commitments to provide written answers that do not materialise or are meaningless?
 - b) fulfil the promise regarding after-meeting PQ responses becoming part of the public record of the meeting in every case?
2. The alleged 'Broken Wrist' reported by SCC to have taken place during the defence of trees being felled under the Amey PFI. Having made inquiries to the Police and the Health & Safety Executive, and earlier Public Questions to SCC having received no proper answer, I now ask:
 - a. Will the Council now admit that the Broken Wrist story originated as propaganda from within the Council partly as a means of securing further Police cooperation to assist Amey in tree removal. This after having 'thrown them [SYP] under a bus' (their words!) at the Rustlings Road debacle?
 - b. Will the council now sincerely apologise for their wilful misleading of the public and Police in doing this, demonstrating the moral rectitude expected of political leaders?
 - c. Furthermore, will the Council now disclose the source of other deliberate misinformation designed to cast peaceful protestors as criminals: namely the lies about the use of nails, and oil, etc, invented with the same intention.

d. If, as many suspect, the source is SCC, would the Cabinet Member apologise on record for this behaviour that is clearly in contravention of the Nolan Principles, damaging to the reputation of the ruling Party and the integrity of our Governance.

3. The 'Archive', and The Independent Inquiry into the Tree Felling Fiasco:

a) Is Cllr Jones aware that campaigners for truth, transparency and openness are understandably becoming rather, nay, exceedingly, sceptical about the purpose and intentions behind the much-delayed 'Repository'?

b) Please would either the leader or Cllr Jones properly address the public clamour for an independent truth searching process around the disgraceful ecological assault on public assets in felling thousands of healthy mature trees.

5.4.2 Councillor Bob Johnson (Leader of the Council) responded to question one and stated that when meetings were held in public questions could be submitted up to the commencement of that meeting. He added that operating virtually had presented some challenges, and that in order to ensure as many questions as possible are responded to a deadline was necessary. Councillor Johnson stated he was told that there is one outstanding issue relating to Cabinet, and the March Council minutes were yet to be published.

5.4.3 Councillor Mark Jones (Cabinet Member for Environment, Streetscene and Climate Change) responded to Mr Johnson's additional questions. Councillor Jones stated that he recognised the historical conflicts over tree felling and said he could not respond to historic allegations in this form as he did not have sufficient information around the allegations raised here. Councillor Jones said the Council had looked into the wrist injury, and he was not aware of any attempts to cover up information.

5.4.4 Councillor Jones responded to question three and stated that the aims of the Tree Dispute Archive were to gather together all relevant information, to catalogue this and to publish this information as part of the city's archive collection. He added that much of the information was already available to the public through answers to Freedom Of Information requests on the Council website; however, the Tree Dispute Archive aims to collate and index this information to make it easier for the public to access.

5.4.5 Councillor Jones stated there were four stages in the Tree Dispute Archive programme, the first stage of which was gathering information, the second was cataloguing information, the third stage was publication of this information and the fourth was preserving the digital files for the long term. He stated there was a large amount of information and added that four months had been set aside to carry out this work with completion due in July 2021. Councillor Jones explained that the date could change dependent on the amount of information; however, he added that the Council would work hard to try to avoid a delay and if there was a delay this would be communicated. Councillor Jones said he believed the Chief Archivist may be able to meet campaigners and outline the project and he would pass on this request to

the Chief Archivist's service. He stated that the process is complex and resource intensive, and that the Council apologised to those who felt there was a delay in this project being completed.

5.5 Public Question Concerning SCC v Fairhall et al

5.5.1 Justin Buxton asked the question:

"With reference to paragraph 22c of SCC's Statement of Case to High Court, July 2017 (D92LS739) SCC v Fairhall et al:

'Further, the direct action has the effect of:'

SCC elaborates and claims "significant consequential implications for the **cost**, phasing and delivery of those necessary works - if the trees cannot be **removed** as the first stage of the highway maintenance works then the remainder of the works cannot be carried out;"

Please specify and detail what the 'costs' stated were, specify how they would have been incurred and identify the contractual obligations in terms of liability of SCC to bear these specific costs.

Please could you specify and detail how these alleged 'costs' quoted have been managed since the halting of the original tree felling programme pursuant to the subsequent new excusing **cause** applied to the Streetsahead contract.

Furthermore, please explain and detail why the excusing cause was not implemented in preference to applying for a high court injunction, threatening residents with huge damages, and consequentially apply to court for committal to prison of a number of residents. All at considerable expense to SCC, both monetarily and reputationally?"

5.5.2 Councillor Mark Jones (Cabinet Member for Environment, Streetscene and Climate Change) stated that this was a complicated request with numerous questions. He stated that any issues relating to the court case were put by the Council and answered by the Complainant in the live evidence. Councillor Jones said that it was not his place to question the Judge's decision.

5.5.3 Councillor Jones said that the implications of the excusing cause in order to facilitate the change in the service delivery to a retain and phase approach introduced a change in the obligations of each party under the contract. He added that this change was introduced at the same time as a number of other negotiated changes, which were approved under the ICMD on the 31st January 2020. He said that the overall effect of these changes was a saving to the Council, and any impact of the introduction of the excusing cause is contained within the adjustable unitary charge payment. Councillor Jones said that the Council pay a single charge and all work was covered by that payment, and therefore individual elements are difficult to isolate.

5.6 Public Questions Concerning the Local Area Committees:

5.6.1 Ruth Hubbard asked the following questions:

I don't know many people in Sheffield who are against meaningful participatory local democracy. Certainly I'm deeply committed to it, however challenging, because it's vital to so much about the situation we find ourselves in. The people who have been against it have been you, the political leadership. I welcome any change from that position. But it was the longstanding position of the last Leader who told me repeatedly that people were not interested and it was down to you to make the decisions. And that's how Sheffield has been run for many years and how things have played out in communities across the city. I've lived a few places (and worked in and with a few councils) and I've never seen anything like it. Obviously it has done real and lasting damage and continues to do so. Pretty much everyone – at best – is sceptical, and that is your legacy and there are lots of consequences. Pretty much no one believes that you are interested in genuinely participatory mechanisms (or that you can even think any differently) above controlling the city, “managing” the electorate, and protecting your position for as long as possible, even with your miniscule mandate. (And that's not to say that at the same time you haven't wanted to try and implement policies that you think are right.) There's time for nothing here, but there's layer upon layer of it - but at the extreme it appears you have somehow moved in a few short steps from wanting to imprison people for exercising a bit of community power, to “empowering communities”.

1. So firstly, I've heard and see no narrative about where we are and how we got here. Why do you think there is any basis for anyone to even begin to trust that you are at all interested in “empowering communities”? Where is the starting point that acknowledges or diagnoses and brings some understanding or analysis, and that resolves outstanding issues?
2. This set of reports has been out a few days and it appears almost no one has seen or discussed or helped shape what is quite a detailed set of proposals on structures, scope, terms of ref, limits and boundaries, processes, workstreams and so on – and with further details to be defined by you. It appears out of nowhere as the usual top-down ‘decision’ of the “strong leader” with a blueprint ready to be imposed and rammed through tomorrow in an Emergency Council Meeting, yet it is about community empowerment.
3. Are you not setting this up to fail at the first hurdle with no clarifications, buy-in, consultation and enhancements? Doesn't it entirely negate what you say you want to do if it is intended simply to be imposed? Is it not an imperative to consult (and so that the Gunning Principles can also be properly applied) if you are genuinely committed to community empowerment? What outside (and council staff) expertise have you consulted – there are many different approaches and models for this kind of thing to underpin and provide a deeper understanding and rationale.
4. Thirdly, there is a clear sense in the proposals that with any move to locality based committees that this might be a way of further distancing citizens, communities and stakeholders from *actual* decision-making. Can you give a commitment that the proposals will not be used to e.g. remove public questions

in main council decision-making bodies and that direct stakeholder engagement in scrutiny (in whatever form that happens) will not be even further minimised?

5. Thirdly, are we now to understand the position of this Cabinet is that you support some kind of *participation* in local decision-making (albeit imposed top-down and defined/controlled by you) but do not support people having *actual representation* (via all councillors) in council decision-making?

5.6.2 Councillor Bob Johnson (Leader of the Council) responded to Ms Hubbard's questions. He said that he had spoken with Ms Hubbard about this issue previously and stated that Local Area Committees had been consulted on over 12 to 18 months, including through the Big City Conversation during which a large number of people from a range and depth of Sheffield's communities asked for more localised decision making. He explained this was the Council's first step, and that the existing governance would allow the Council to work with and be part of Sheffield's communities.

5.6.3 Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance and Deputy Leader of the Council) stated that there was cross party participation on the overview and scrutiny of the Local Area Committees. He stated that there was an opportunity for residents to shape and steer Local Area Committees, and this commitment would be outlined in tomorrow's Special Council meeting. Councillor Fox thanked Ms Hubbard and other members of the public for their input into this process.

5.6.4 The Council noted the information reported and thanked all of the presenters for attending the meeting and providing their updates and for answering Members' questions.

6. COVID-19 UPDATE

6.1 The Director of Public Health provided a Coronavirus (Covid-19) position statement. With regards to the Epidemiology, he stated that the rate of infection was in decline as a result of the impact of the lockdown and the R rate was currently just below 1. Test positivity was 4.5% from 12-13% last month.

6.2 The case rate had come down but was starting to increase again. There were still a significant number of cases but Sheffield had the lowest number of cases in South Yorkshire. This was higher than the England rate.

6.3 Hospitalisation was decreasing which indicated that the vaccination programme was having an effect. Cases among the elderly were falling rapidly but cases in the working age population were increasing.

6.4 The roadmap was right to cautiously lift restrictions. There will be an uptick in cases. The basic public health messages needed to be continued. Autumn and winter would be of more concern and could see a further surge in cases.

6.5 The vaccination programme was going well with over 45% of the adult population

receiving their first dose. The city was supporting the NHS and if supply remained good, cohorts 1-9 would be vaccinated by April. The evidence was clear that the vaccination was working.

- 6.6 The vaccination programme was now actively planning and delivering the second dose. There were some side effects, but the benefits outweighed them. There was no direct evidence to support a link between the Astra-Zenica vaccine and DVT. It was safe and effective.
- 6.7 Inequality and accessibility was an issue. Sheffield City Council was supporting a transport pilot to take people who needed it to venues. Supply may become an issue.
- 6.8 The Outbreak Plan and its four priorities had recently been reviewed and no major changes had been made.

7. ITEMS CALLED-IN FOR SCRUTINY

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

8. RETIREMENT OF STAFF

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

- 8.2 **RESOLVED:** That this Cabinet :-

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

<u>Name</u>	<u>Post</u>	<u>Years'</u> <u>Service</u>
Place		
Ruth Wadsworth	Neighbourhood Support Officer	29
Paul Bangert	Delivery Manager, Design Management	39
John Hibbert	Facilities Manager	36
Glassford Josephs	Estate Officer	30
Peter Morton	Commercial Services	40

	Assistant	
Kathryn Spurr	Senior Business Support Officer	42
Nigel Wildgoose	Income Specialist Officer	22
People Services		
Gillian McCarthy	Library and Information Assistant	21
Tracy Morton	Care Manager Level 2	34
John Murphy	Service Development and Business Manager	32
Sharon Drinkwater	Residential Support Worker	35
Linda Goulding	Team Manager	38
Debbie Miles	Group Leader, Children and Families	26
Allen Robertson	Provider Service Worker	31
Rachel Wyatt	Teacher, Nether Green Infant School	29

Resources

Gary Lund	HR Manager - Health, Safety and Wellbeing	37
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(b) extends to them its best wishes for the future and a long and happy retirement; and

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

9. MONTH 10 CAPITAL APPROVALS 2020/21

9.1 The Executive Director, Resources, submitted a report providing details of proposed changes to the Capital Programme as brought forward in Month 10 2020/21.

9.2 **RESOLVED:** That Cabinet:-

(a) approves the proposed additions and variations to the Capital Programme

listed in Appendix 1 of the report, including the procurement strategies and delegate authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contracts;

(b) approves the acceptance of the DfE grant as detailed at Appendix 2 of the report; and

(c) approves the making of grants to 3rd parties as detailed at Appendix 2a of the report.

9.3 Reasons for Decision

9.3.1 The proposed changes to the Capital programme will improve the services to the people of Sheffield.

9.3.2 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.

9.3.3 Obtain the relevant delegations to allow projects to proceed.

9.4 Alternatives Considered and Rejected

9.4.1 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.

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

Eugene Walker, Executive Director, Resources

9.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee

10. EMPOWERING COMMUNITIES: SHIFTING POWER FROM THE TOWN HALL TO COMMUNITIES IN EVERY PART OF SHEFFIELD

- 10.1 The Director of Communities, Libraries and Learning present the report. Through the Big City Conversation before the pandemic, together with the work undertaken by the Overview and Scrutiny Management Committee on Sheffield City Council's governance in 2019/20, citizens told us that they want more control and influence over the decisions and issues that really matter to their local area.

The new Area Committees will engage, enable, and empower communities across the city with increasing control over decision making, marking a major shift in power to communities with a rolling programme of devolution over the next 12 to 18 months.

The report set out a work plan for the coming months, focusing on the immediate steps to establish the new Local Area Committees by May 2021 and an iterative programme of activity over the 12 - 18 months from May to increase the responsibilities of those Area Committees.

10.2 **RESOLVED:** That Cabinet:-

1. Agrees the approach and issues identified within this report as providing the framework within which the detailed work on Local Area Committees to replace the current 7 Local Area Partnerships will be taken forward;
2. Agree the initial engagement of community groups and residents as part of the shaping of the Local Area Committees as defined by the big city conversation, and the continuing engagement of local communities as further powers are devolved over the implementation period;
3. Approves the arrangements set out in this report and recommends Council to establish 7 Local Area Committees and to approve the draft Area Committee Terms of Reference and Area Committee Procedure Rules attached to this report at Appendix 1 & 2 of the report as changes to the Constitution, together with any minor consequential amendments, to take effect from Annual Council;
4. Subject to Full Council agreeing to establish area committees, agrees that the proposals for an enhanced Leader and Cabinet governance model and for a Committee system of governance, as approved by Cabinet on 19th February 2020, each be amended to include area committees as described in this report;
5. Requests the Director of Policy Performance and Communications, in consultation with the Director of Legal and Governance, to set out the main features of these proposals as amended in a notice to be published as required by the Referendum Regulations, and to undertake additional activity to ensure that they are communicated to people in the city as clearly as possible before the referendum;
6. Notes and support the Programme Governance described within the report;

7. Approves the use of reserves for 2021/22 as set out in the report; and
8. Requires Officers to ensure that progress with programme development and implementation is regularly reported to Elected Members.

10.3 Reasons for Decision

- 10.3.1 We want people and communities in every part of Sheffield to be in control and shape the decisions and issues which matter to them and their area. As a City Council, we recognise that we need to match the knowledge, passion and insight that Sheffielders have for their local areas with the ability to take decisions at the local level which can deliver real change.
- 10.3.2 The proposed establishment of Local Area Committees will ensure that this ambition is achieved. We will put in place a community led committee system with strong decision-making powers and accountability.

10.4 Alternatives Considered and Rejected

- 10.4.1 Retaining the existing Local Area Partnership Structure is an option however this would not allow for the significant shift in devolvement of powers to local decision-making committees. Retaining Local Area Partnerships would therefore not achieve the aims and ambitions of the City to further empower local communities.

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

Director of Legal and Governance

10.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Overview and Scrutiny Management Committee

NOTE: The above item is not subject to call-in as (1) all of the above, apart from resolution 3, are removed from the call-in process to allow for the consideration at Full Council on 18th March, 2021 of the establishment of seven Local Area Committees and approval of the draft Area Committee Terms of Reference and Area Committee Procedure Rules, together with any minor consequential amendments, to take effect from Annual Council. This will also enable the notice

that the Council is required by the Local Authorities (Conduct of Referendums) (England) Regulations 2012 to publish not fewer than 28 days before the date of the referendum to be amended in good time in respect of the new governance proposals, and additional activity to be undertaken to ensure that the proposals are communicated to people in the city as clearly as possible before the referendum; and

(2) resolution 3 is subject to approval of the Full Council at its meeting to be held on 18 March 2021 and is not subject to call-in.

11. MAINTAINING A STABLE ADULT SOCIAL CARE MARKET IN SHEFFIELD

- 11.1 The report of the Executive Director – People Services sought approval for the recommended increases in fee rates for Council contracted and framework independent sector care homes, home care, extra care, supported living and day activity providers in Sheffield for the financial year 2021-22.

The report also sought approval for the recommended increase in Direct Payments for people who choose this means of arranging their own care and support. The report set out the process that the Council has followed and the analysis that informed the recommended fee rates to ensure a sustainable, quality and diverse social care market.

11.2 RESOLVED: That Cabinet:-

1. Approves the investment of an additional £4.2m for care providers delivering care on behalf of the Council to deliver enhanced pay terms for front line workers in 2021/22. This investment has been allocated equitably as a 5.66% increase to the staffing element of the fee rates (above the minimum wage increase of 2.18%) for each of the sectors as set out in the following recommendations:
2. Approves an increase to the fee rate for day activities and standard rate care homes of 4.89% including the additional investment in staffing as set out at recommendation 1 above;
3. Approves an increase to the fee rates for home care, extra care (care element only), and supported living on the Council's standard contracted and framework rate and to direct payment providers of 4.99% including the additional investment in staffing as set out at recommendation 1 above;
4. Approves an increase for non-standard residential care rates that are individually negotiated and for council arranged respite care of 1.9% subject to contractual compliance;
5. Approves an increase to the personal assistant rates used by people in receipt of a direct payment of 5.66% based on the additional investment in staffing as set out at recommendation 1 above;

6. Delegates authority to the Executive Director of People in consultation with the Director of Adult Health and Social Care and the Director of Strategy and Commissioning and the Cabinet Member for Children, Young People and Families and Cabinet member for Health and Social Care to agree any appropriate and proportionate fee increases requested by care homes outside Sheffield because cost pressures will vary from place to place; and
7. Delegates authority to the Executive Director of People in consultation with the Director of Adult Health and Social Care and the Cabinet Member for Children, Young People and Families and Cabinet Member for Health and Social Care to take all other necessary steps not covered by existing delegations to achieve the outcomes outlined in this report.

11.3 Reasons for Decision

- 11.3.1 In order to develop and maintain a stable adult social care market in Sheffield the Council need to ensure that the fees paid by the Council to providers for adult social care in the city of Sheffield are increased in line with the cost of delivering care in the city including inflationary pressures in 2021/22.
- 11.3.2 The impact of the pandemic on the adult social care sector is ongoing and the Council will continue to monitor the costs and pressures facing each type of care provision to support a sustainable, quality and diverse market during a very challenging and volatile time for providers, for people who use services and for the Council and wider health and social care system as commissioners.

11.4 Alternatives Considered and Rejected

- 11.4.1 The Council originally consulted in December 2020 on a proposed fee increase based on a lower increase in fee uplift. Following the feedback from providers and further market analysis, the Council has reflected on the feedback and the risk to the market of the initially proposed uplift and is recommending a higher increase to care home non-staffing costs and the investment of an additional £4.2m into salaries of front line staffing.
- 11.4.2 The Council has considered whether to adjust the care home fee to reflect lower occupancy levels. This option has been discounted however on the basis that some market contraction is required and a more targeted intervention will ensure this is safely managed and protects the balance and continuity of care for those who need it in the city. Adjusting care home fees to reflect average occupancy levels would have very different implications for homes depending on their occupancy with some gaining and others still struggling to achieve viability. A targeted approach enables the Council to intervene to ensure that the inevitable risks associated with the contraction needed to achieve a balanced and sustainable, diverse and quality market can be best mitigated during a period of unprecedented market volatility.

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 of 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. SHARED OWNERSHIP PRODUCT

12.1 The Executive Director – Place submitted a report regarding the Shared Ownership Product. This policy will provide for the shared ownership model that the Council will implement and the associated model lease that the Council is required to use for Shared Ownership properties owned by the Council. Once in place it will guide how the council will manage Shared Ownership properties delivered as part of the Councils Stock Increase Programme.

12.2 RESOLVED: That Cabinet:-

1. That Cabinet approve and resolve that the Council shall become a Provider of Shared Ownership Homes in the City of Sheffield on or after 1 April 2021;
2. That in pursuance of establishing the Council's Shared Ownership Homes provision the Cabinet authorise and direct that:
 - I. The Council shall apply for Homes England funding under the Shared Ownership Affordable Homes Programme 2021-26 ("SO AHP 2021-26");
 - II. Upon acceptance of the Councils application for funding the Council shall thereafter enter a grant funding contract with Homes England in accordance with SO AHP 2021-26;
 - III. The Council shall adopt and adhere to the Governments Capital Funding Guide and Homes England Model for the Shared Ownership Homes under SO AHP 2021-26;
 - IV. The Shared Ownership Policy attached at Appendix A of the report is approved and shall be adopted and implemented by the Council from 18th March 2021;
 - V. The Shared Ownership Policy may be amended to reflect any changes in

legislation or guidance from the Government. Any material amendments to the Policy shall be undertaken in consultation with, and following the approval of, a Cabinet Review Group that shall be convened for this purpose; and

- VI. The Cabinet now delegates all authority and powers necessary for the execution of its decisions and directions set out in 1 and 2 above to the Director of Housing & Neighbourhood Services in consultation with the Cabinet Member for Neighbourhoods and Community Safety subject only to the authority of the Cabinet Review Group insofar as approval for Policy change is required pursuant to paragraph 2.v. above.

12.3 **Reasons for Decision**

- 12.3.1
- The Council have committed to purchase homes for Shared Ownership so a policy is required to set out how these properties will be managed.
 - Sheffield City Council has a shortfall of affordable housing. The annual shortfall in Sheffield is currently estimated at 902 units. This shortfall includes all forms of affordable housing, including Shared Ownership this information is from the SHMA July 2019.
 - Numbers of bids for housing across the city are high for most property types and waiting times are high and there is pressure on existing stock. New affordable homes in a range of affordable tenures, including Shared Ownership will increase the quality and range of housing tenure options available to people.
 - Deposit costs for Shared Ownership are much lower as they only have to get a deposit for the percentage that they are purchasing, for example, a deposit of a 25% share is much lower than the deposit for the full 100% of a property. This means the Shared Ownership route of purchasing a property is once again easier for people who cannot save or have a deposit ready.
 - This Strategy is aligned with current corporate priorities and supports the Council's ambition for providing a range affordable homes in the city.

12.4 **Alternatives Considered and Rejected**

- 12.4.1 **Do Nothing** - One alternative is not to develop a Shared Ownership product and rely on other Council programmes to provide affordable housing in the City. Although this is an option to consider, Shared Ownership is a product that provides a route towards home ownership which meets the aspirations of Sheffield and is at the forefront of future government funding for affordable housing. By not offering this option in Sheffield, our citizens have fewer options than in similar cities.

- 12.4.2 **Develop a Sheffield Model for Shared Ownership** – Although the Council could use HRA budget to deliver a Sheffield Model the ambition is to deliver 3000+ affordable homes which will only be possible with the HE Grant funded contribution which requires us to use the HE standard model. There is also the point to consider that the more caveats or rules the Council have with a Sheffield

own model the more restrictive and less inclusive the product could be. Mortgage lenders, insurers etc are familiar with the standard model. A step away from the standard model might mean mortgage and insurance options are reduced for potential purchases, which could lead to more restrictions and the product being able to reach less people.

12.4.3 Develop a Person Led Model – The Council has considered a person led model which allows the customer to purchase existing properties on the open market then the Council will purchase the S/O shares. This model allows the Council to access Homes England Capital Grant Funding. The changes to the HE model which place responsibility on the Council for some repairs in the first 10 years only applies to new build properties and so would not apply with this model. There are currently only two other councils who use this model and so there is not much evidence regarding this method. We have therefore discounted this as an alternative at this stage until the Council can gather more information and until the Council are familiar with delivering the standard model.

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 - Place

12.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Safer and Stronger Communities Scrutiny Committee

13. CARERS' STRATEGY UPDATE AND COMMISSIONING PLAN

13.1 The Executive Director – People Services submitted a report giving an update on the Carers' Strategy Update and Commissioning Plan. The report gave details of:

- the proposed strategy update for carers.
- the proposed commissioning plan for carers.
- A proposal for the Council to tender for and award a contract for a service that supports adult/parent carers with information advice and guidance as well as support to take a break from caring. Adult carers will be able to get a Care Act (2014) section 10 carer's assessment.
- A proposal to have a grant agreement with Sheffield Young Carers which will contribute to a service that helps young carers achieve outcomes such as increased confidence, self-esteem, resilience and raised aspirations.

The contracts are currently provided by Sheffield Carers Centre and Sheffield

Young Carers however, due to changes in the marketplace and COVID-19 the Council seeks to have new carers provision in place for January 2022.

The current contracts end on 31st December 2021.

Securing new services will provide support to young carers, parent carers and adult carers who care for someone who lives in Sheffield. This will support the Council to prevent, reduce and delay care and support needs developing within the carer population of Sheffield which is currently between 60,000-90,000.

13.2 RESOLVED: That Cabinet:-

1. Approve the refreshed Young Carer, Parent and Adult carers strategy 'Principles';
2. Approve the new 'Carers Commissioning Plan 2021-2025';
3. Approve the proposed services as set out in this report and to procure such services in line with this report; and
4. Delegate authority to the Director of Strategy and Commissioning in consultation with the Director of Legal and Governance Services, Director of Finance and Commercial Services and the lead Cabinet Member for Health and Social Care that following such procurement exercise to award the contract and take such other necessary steps not covered by existing delegations to achieve the outcomes and objectives of this report.

13.3 Reasons for Decision

13.3.1 The preferred option is that Cabinet approve the Carers Framework update. This will allow the council to continue supporting carers who are fundamental to the success of our health and social care systems and communities. This is the preferred option because it reduces several risk factors for the Council (including legal, economic, and reputational) and means the council can continue to support carers in a prevention focused way. It is especially important that we do what we can to identify and support young carers. Their education, health and wellbeing and life opportunities/aspirations should not be negatively impacted due to their caring tasks/duties.

The intended outcomes are:

Updated 'Carer Principles' that we can create actions against – April 2021

Updated Carers Commissioning Plan 2021-2024 available on our website – April 2021.

Updated carer provision in place for young carers, parent, and adult carers – January 2022.

13.4 Alternatives Considered and Rejected

13.4.1 Strategy and Commissioning recommends that Cabinet approves the carers strategy 'Principles' refresh. The Young Carer, Parent and Adult Carer Strategy

ran until the end of 2020. In consultation carers and organisations/stakeholders that engage with carers voted to refresh the strategy rather than start with something new. This was because there had been significant progress made due to the Carers Action Plan. To maintain momentum partners will sign up to a refreshed version of the Carer Principles and this will be used to drive multiagency support of those caring for someone living in Sheffield. The alternative is to not have an updated strategy, and this wouldn't promote the message that the Council values the work unpaid carers do in our communities.

13.4.2 The existing Commissioning Plan 2016-2020 has recently ended. Strategy and Commissioning recommend that Cabinet approve the new Carers Commissioning Plan 2021-2025. It is important that the Council is clear about what it will do to support carers to set a positive example in the city. If providers and stakeholders are aware of our priorities and what we're trying to achieve, this will make multiagency/joined up working easier. The more aligned the Council is with other organisations (and vice versa) the better it will be for carers. Commissioning and Strategy wants to promote a 'no wrong doors' approach. As we're replacing our existing carer services, the Council needs to state what our commissioning intentions are too. The alternative would be to not update the current Commissioning Plan. This would not help encourage best practice and joined up working. It is very important that health and social care work together with carers services to identify new carers.

13.4.3 Strategy and Commissioning recommends that Cabinet approves five more years of expenditure on provision for carers. This will amount to approximately £1,130,000 per year or £ 5,650,000 over five years. Morally/ethically, it is more important than ever to support our carers due to the significant impact of Coronavirus. Legally we need to fulfil our local authority duties in relation to carers too. Continuing to fund provision for carers will benefit carers but it will also benefit the broader health and social care systems too. It will allow us to continue to raise the aspirations of young carers and improve their life chances and that will ultimately benefit the local economy. The alternative would be to not fund carer provision which would create legal and reputational risks as well as risks to our local economy, health, and social care systems. The Council would need to plan what to do with thousands of carers who currently receive support from existing provision.

13.4.4 NB Sheffield Young Carers (from January 2022) will receive grant funding rather than being paid via a commercial contract. The alternative would be to go through a competitive procurement process. This was ruled out as an option as:
The Council only received one tender application the last time we went through procurement. Providing carer support is a niche market. Sheffield Young Carers make the young carers contract work as they draw down lots of additional funding and blend it with the Council's money. Without this added value, it is thought that no other provider could deliver the specification requirements for the price. The council would need to spend more money.

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 of People Services

13.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee

14. SHEFFIELD STREET TREE PARTNERSHIP STRATEGY

14.1 The Executive Director – Place submitted a report seeking Cabinet approval of the Sheffield Street Tree Partnership Strategy as a ‘sub-strategy’ of the Sheffield Trees & Woodlands Strategy 2018-2033.

The production of a new Street Tree Partnership Strategy for Sheffield honours the commitment made by the Council, Amey, and the Sheffield Tree Action Groups (STAG) Steering Group in the Joint Position Statement published in December 2018 to develop an exemplary new street tree strategy for Sheffield. It also delivers action 29 in the Sheffield Trees and Woodlands Strategy 2018-2033:

- ◆ *‘We will seek to develop a street tree strategy with partners which will be a ‘sub-strategy’ of the Trees and Woodlands Strategy’.*

14.2 **RESOLVED:** That Cabinet:-

1. Approve the Sheffield Street Tree Partnership Strategy;
2. Accept the ‘You Said, We Did’ report setting out how the Sheffield Street Tree Partnership dealt with the consultation feedback in preparing the final strategy; and
3. Accept the proposed arrangements for the Sheffield Street Tree Partnership.

14.3 Reasons for Decision

14.3.1 This honours the commitment made by the Council, Amey, and the STAG steering group in the Joint Position Statement to develop an exemplary new street tree strategy for Sheffield.

14.3.2 This delivers action 29 in the Sheffield Trees and Woodlands Strategy 2018-33:

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

14.3.3 Along with other city and Council strategies that are already in place, the Sheffield Street Tree Partnership Strategy will be instrumental in helping to develop and shape guidance and policies that determine the future of the city in a range of areas including climate emergency; development of the city centre, district centres and local neighbourhoods; and the health and wellbeing of residents.

14.4 **Alternatives Considered and Rejected**

14.4.1 Two alternative options were:

- ◆ No new street tree strategy
- ◆ Maintain and manage the highway network without taking account of the value of the benefits provided by street trees in decisions about whether to retain or replace them.

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 of Place

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

Economic & Environmental Wellbeing Scrutiny & Policy Committee

15. **FUTURE HIGH STREETS FUND - FARGATE AND HIGH STREET**

15.1 The Executive Director - Place updated Cabinet on the Future High Streets Fund (FHSF) following the announcement that Sheffield Fargate and High Street was successful in securing £15.817m funding from MHCLG, and to provide further information around the project and seek approval around next steps including allocation of match funding and acquisition of property.

15.2 **RESOLVED:** That Cabinet:-

1. Note that the Council have been successful in being awarded £15,817,001 from the Ministry of Housing, Communities and Local Government's (MHCLG) Future High Streets Fund (FHSF) and in principle agree to the

Council accepting the funding subject to the grant terms being received and agreed by the delegated officers.

2. Delegates authority to the Executive Director of Place in consultation with the Cabinet Member for Business and Investment, the Executive Director of Resources, the Director of Legal & Governance and the Director for City Centre Development to accept the MHCLG FHSF funding and enter into a grant agreement.
3. Note that some of the funding has already been received by the Council.
4. Approves the allocation of £5m from the Councils 'Corporate Investment Fund' as match funding and approves the application to the Sheffield City Region Mayoral Combined Authority for the funds to be sourced from the Gainshare Fund.
5. Approves the acquisition of property as outlined in Part 2 of this report.
6. Approves the addition of the expenditure associated with this acquisition of this property to the capital programme subject to receiving satisfactory funding terms and conditions from MHCLG.
7. Notes the previous delegation from Cabinet on 18 March 2020 which delegated authority to the Chief Property Officer and Director of Legal and Governance, in consultation with the Cabinet Member for Finance, Resources and Governance and Deputy Leader, Cabinet Member for Business and Investment, the Executive Director of Resources and the Director for City Centre Development to negotiate and enter into any necessary agreements to purchase property, to facilitate the key interventions proposed subject to securing funds from FHSF.
8. Notes that further capital interventions outlined in this report will be brought through the capital approvals process and presented to Cabinet for inclusion on the capital programme.

15.3 Reasons for Decision

- 15.3.1 The Future High Streets Fund provides an opportunity to fund significant interventions to address current and future issues and challenges on Fargate and High Street.
- 15.3.2 Authority to acquire property on the terms outlined in part 2 of this report will ensure the delivery of the 'Events Central' intervention outlined in the report.

15.4 Alternatives Considered and Rejected

- 15.4.1 Do Nothing

Not accepting MHCLG funding of £15.8m would mean foregoing the opportunity to deliver significant capital interventions along Fargate and the High Street and the

associated economic, environmental and social benefits. Not acquiring property could mean viable opportunities to deliver key interventions with FHSF are lost or become more complex to deliver.

15.5 Any Interest Declared or Dispensation Granted

None

15.6 Reason for Exemption if Public/Press Excluded During Consideration

None

15.7 Respective Director Responsible for Implementation

Executive Director of Place

11.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Environmental Wellbeing Scrutiny and Policy Development Committee

16. WEST BAR SQUARE UPDATE

16.1 The Executive Director - Place provided an update on this strategic regeneration project and seek approval for the City Council to accept the new sources of external funding to support delivery outlined within the report.

West Bar Square is a long standing strategic project promoted by the Council which aims to extend the City Centre to the riverside, Kelham and Castlegate and reduce severance of Burngreave from the City Centre. The site is currently mostly vacant land and temporary car parks. Its development will create a vibrant new place including new 'build to rent' apartments and large-scale office development in high quality buildings set around new public realm. It is one of the few sites in the City Centre that can accommodate large floorplate offices and is particularly well suited to Govt/Public Sector relocations/consolidation due to existing occupiers nearby and lower rental values than in the prime core of City Centre.

16.2 RESOLVED: That Cabinet:-

1. That Cabinet approve the proposals set out in the report and the terms of the proposed agreements. In so doing, Cabinet agree not to terminate the existing agreement with Urbo and Legal & General; and
2. That Cabinet delegate authority to the Executive Director Place in consultation with the Executive Director Resources and the Director of Legal and Governance to finalise, agree and execute the terms of the agreements and the terms of any other documentation required to give effect to the proposals set out in this report and generally to protect the Council's interests.

16.3 Reasons for Decision

- 16.3.1 The West Bar Square development is a transformational project that ties together the northern fringe of the City Centre and Fargate with Kelham and Castlegate and removes a physical and psychological barrier from Burngreave to the City Centre.
- 16.3.2 The initial phases of the development secures £150m of private sector investment from Legal and General which would be a much needed boost to the local economy in the current economic climate.
- 16.3.3 Planning applications have been submitted for the first phase and could start on site by the end of this year.
- 16.3.4 The first phase of the project can generate Business Rate and Council Tax growth for the Council of approx. £143m with further significant amounts in future years from the next phases.
- 16.3.5 The requirement for the Council to take a 40 year lease of Office 1 is not without risk, however this is mitigated by the very low rent payable to L&G.
- 16.3.6 The proposed JESSICA loan reduces the risk further and also reduces the short term CIF requirement.
- 16.3.7 If the Council serves the termination notice in April and does not take the lease then it is highly likely that L&G will not proceed and the scheme will be stalled for several years.

16.4 Alternatives Considered and Rejected

- 16.4.1 The 2020 agreement with Urbo and L&G includes an option for the Council to terminate the agreement in April this year and pay compensation towards costs incurred by the other parties. If that was to happen it is very likely that L&G would also not proceed as the involvement of the Council is extremely important to their partnership approach on regeneration schemes such as this.
- 16.4.2 It would then be necessary for Urbo to find a new source of development finance. In the current economic circumstances that will not be straightforward, but it is possible that the scheme would still eventually be delivered in more phases over time. However there is no doubt that this would take considerably longer to achieve than what is being proposed.
- 16.4.3 If this approach were to be taken then the significant economic, environmental and social benefits to the city set out in the report would take much longer to materialise. The same would apply to the financial benefits accruing to the Council from new business rates and Council Tax.
- 16.4.4 The Council could decide not to take up the JESSICA or SCR Brownfield Housing Fund monies which have been negotiated. However, the costs to the Council of securing that funding are low and in terms of what benefits the funding secures that would not seem a commercially sensible option.

16.5 Any Interest Declared or Dispensation Granted

None

16.6 Reason for Exemption if Public/Press Excluded During Consideration

None

16.7 Respective Director Responsible for Implementation

Executive Director of Place

16.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Economic and Environmental Wellbeing

17. CONTRACT TO ACT AS AGENT OF YORKSHIRE WATER TO COLLECT WATER RATES ALONG WITH COUNCIL TENANT RENT IN TENANTED PROPERTIES

17.1 To seek authority that allows Sheffield City Council to further contract with Yorkshire Water as their agent and continue collecting water rate charges from Council tenants on Yorkshire Water's behalf for the period 1st April 2021 to 30 March 2024.

Yorkshire Water has indicated they would agree to the Council continuing collecting these charges as their agent and they are prepared to confirm this in the commercial documents.

17.2 **RESOLVED:** That Cabinet:-

1. Notes the contents of the report.
2. Approves the council entering a contract on the basis that the council will act as agent for Yorkshire Water to collect water rates from Council tenants occupying properties where Yorkshire Water is the supplier.
3. To the extent not already delegated to them by the Leader's Scheme of Delegation, delegate authority to the Executive Director of Place, in consultation with the Director of Legal and Governance and Director of Finance and Commercial Services to prepare and execute all required documentation and take steps to implement these recommendations.

17.3 Reasons for Decision

17.3.1 The Council has been collecting water rates on behalf of council tenants for over 20 years. The arrangement is mutually beneficial for all parties, the Council receives an income to the Housing Revenue Account which is used to support

Council Tenants, Yorkshire Water receive a high collection rate and customers benefit from officers who are trained in financial inclusion and support, as well as income collection.

17.4 Alternatives Considered and Rejected

17.4.1 To not collect water rates for Yorkshire Water. However, this would result in a reduction in service for tenants who would have to make payments direct to Yorkshire Water and would also not have the support to apply for water support grants, Yorkshire Water would require time to develop alternative arrangements to collect outstanding water rates and a reduction in income to the Council.

17.5 Any Interest Declared or Dispensation Granted

None

17.6 Reason for Exemption if Public/Press Excluded During Consideration

None

17.7 Respective Director Responsible for Implementation

Executive Director of Place

17.8 Relevant Scrutiny and Policy Development Committee If Decision Called In

Safer and Stronger Communities Scrutiny Committee

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**Author/Lead Officer of Report: Diana Buckley,
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Report of: *Michael Crofts (Executive Director, Place)*

Report to: *Co-operative Executive*

Date of Decision: *9th June 2021*

Subject: *Sheffield Covid Business Recovery Plan: Phase 1
Recovery Delivery Programme*

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? Paul Turpin, Executive Member for Inclusive Economy, Jobs and Skills		
Which Scrutiny and Policy Development Committee does this relate to? Overview and Scrutiny Management 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? See EIAs 800, 801, 841 and COVID-19 COMF Grant Approval that supported the approved reports.		
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:

This report proposes that the Co-operative Executive endorse Phase 1 of the Recovery Delivery Programme, to deliver against the Business Recovery Plan agreed by Cabinet in Oct 2020.

There are multiple funding sources identified against the delivery programme, which have been subject to separate decisions, and have established appropriate delegations. As such, this report is seeking endorsement and approval from the Co-operative Executive for the suite of activities outlined.

Recommendations:

The Co-operative Executive is asked to:

- Support the proposal to create a 'Summer in The Outdoor City' city-wide visitor campaign; to deliver a large-scale programme of events during the summer across the city centre; and to showcase community and district centre events and partner activities that help to generate footfall and visitors through the summer months.
- On the recommendation of the Economic Recovery Fund Steering Group, endorse the first wave of projects to be taken forward for development, through the £2m Economic Recovery Fund. This includes 6 projects to support the recovery of District Centres, bringing back footfall and investing in the regeneration of the local high street, and a further 6 projects focused on animating the city centre to support the delivery of the Summer in The Outdoor City proposal.
- Approve that the Member led Economic Recovery Fund Steering Group will now be chaired by Cllr Paul Turpin, as Executive Member for Inclusive Economy, Jobs and Skills (responsible for District Centres) and that Cllr Julie Grocutt, as Deputy Leader and Executive Member for Community Engagement and Governance (responsible for Covid response and recovery) will be invited to join the steering group.
- Approve the proposed activity to be funded from the Welcome Back Fund, including the continuation of the district centre Business Information Officers who are supporting businesses to be Covid secure; helping high street businesses get online; and the delivery of the marketing and communications campaign to support reopening.
- Harness Sheffield City Council's local Additional Restrictions Grant to support the delivery of the Summer in the Outdoor City Proposal, and to work with the Business Response Group to identify a further set of projects which would: kick start the green recovery, accelerate start-ups; and further support the growth aspirations of SMEs with appropriate grant programmes to deliver more investment and jobs in Sheffield.
- To note the associated Co-operative Executive Report to accept the European Structural Investment Funds (ESIF) grant for the £2.3m Low Carbon Business Support project that will operate until 30th June 2023 and is part of this Recovery Delivery Programme.

This report also proposes that the Cooperative Executive

- Agree that the Director of Finance and Commercial Services will work with the Head of Service for Economic Strategy and Commissioning on this delivery programme to ensure the most effective use of funds. This will be done with respect to any legal requirements and the eligibility and delegations set out for each funding stream.
- Note, with thanks, the ongoing contribution from the Business Response Group in the development and delivery of the Business Recovery Plan.

Background Papers:

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <i>Tim Hardie</i>
		Legal: <i>David Hollis</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>Cllr Paul Turpin, Cabinet Member for Inclusive Growth, Jobs and Skills. Cllr Mazher Iqbal, Cabinet Member for City Futures: Development, Culture and Regeneration Cllr Julie Grocutt, Cabinet Member for Community Engagement and Governance</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>Diana Buckley</i>	Job Title: <i>Head of Economic Strategy and Commissioning</i>
	Date: 1 st June 2020	

1. PROPOSAL

1.1.	<p>Summary</p> <p>This report proposes that the Co-operative Executive endorse Phase 1 of the Recovery Delivery Programme, to deliver against the Business Recovery Plan agreed by Cabinet in Oct 2020.</p> <p>This includes:</p> <ul style="list-style-type: none">• The ‘Summer in The Outdoor City’ Campaign to bring back footfall and tourism across the city and deliver a large-scale programme of events to animate the city centre.• The first wave of projects to be taken forward for development from the £2m Economic Recovery Fund to help our communities, district centres and businesses thrive.• The Welcome Back Fund¹ to create and promote the safe return of local trade and tourism, boosting footfall and encouraging people back to the high street to support local businesses.• Helping local business to adapt and thrive through design of effective grant schemes and projects through Local Additional Restrictions Grant.• Delivery of the Low Carbon Business Support project to kick start city’s green recovery <p>There are multiple funding sources identified against the delivery programme, which have been subject to separate decisions, and have established appropriate delegations. As such, this report is seeking endorsement from the Co-operative Executive for the overall suite of activities outlined.</p>
1.2	<p>Background</p> <p>In Oct 2020 Cabinet endorsed the Sheffield COVID Business Recovery Plan as a framework for action to help address the economic impacts of COVID. This plan was co-authored by the Business Response Group and Sheffield City Council.</p> <p>The plan highlighted the need to support businesses through reopening and recovery to help retain businesses, safeguard jobs and maintain incomes. It concluded that immediate action at city and district level was required to: promote consumer confidence; help businesses to adapt and survive; and ensure that the foundations for economic renewal are not eroded during the pandemic.</p> <p>The Business Recovery Plan has framed the development of this first programme of activity. Further actions, projects and funding bids will be developed to ensure the city’s recovery. These will be brought to the Co-operative Executive in future reports.</p>

¹ WBF is an extension of the Reopening the High Street Safely fund

	<p>The Business Recovery Plan also forms part of the Council’s response to the COVID pandemic. A report to Cabinet in May 2020 on ‘COVID 19: Sheffield’s Response and Recovery’ summarised Sheffield City Council’s five core principles in its approach and the decisions the Council makes for the city’s COVID recovery:</p> <ol style="list-style-type: none"> 1. Keep people safe and well 2. Protect the most vulnerable people 3. Support people to get back to school and work safely when the time is right 4. Follow Government and scientific lead and help people with the difficult decisions they are having to make 5. Support the city’s economic recovery <p>In line with these principles, there is growing confidence that with the successful roll-out of the vaccination programme and the reductions in case rates, both nationally and in Sheffield, that the economy can now begin to be safely reopened. Following the easing of the national lockdown restrictions as part of the roadmap, it is important that the city takes steps to support local businesses that have been hit hard by the pandemic. Nevertheless, the threat posed by Covid-19 has not disappeared, particularly with the emergence of new variants, which means that it is important that both individuals and businesses continue to act carefully and to take measures to protect themselves and others and to reduce the risk of transmission.</p> <p>The measures outlined in this report have been developed following advice and discussion with Public Health colleagues and ensure an appropriate balance between reopening the economy and encouraging people to support local businesses and doing this safely in a way that minimises the risk to people’s health.</p>
1.3	<p>Economic Context – Reopening and Recovery</p> <p>The economic climate has been very challenging for most businesses over the last 15 months. Sectors that are most reliant on social interaction or deemed non-essential, such as retail, hospitality and culture have faced prolonged closure and even as they now reopen, continue to face reductions in demand, as consumer confidence takes time to return.</p> <p>The demand for support through this period has been vast; the Council has distributed over £200million in grant funding, and Business Sheffield has responded to over 10,000 calls and provided over 6,000 1-2-1 business advisor sessions since March 2020 to support businesses through lockdown.</p> <p>At each step of the government’s 4 step reopening roadmap, the Council has distributed its ‘Reopening Guide for Business’ to 8000 businesses directly and via partners such as The Chamber, Sheffield Bid, Hoteliers Association etc. A set of business checklists have also been produced and distributed, including translation into 10 different languages, to help businesses understand what it expected of them.</p> <p>As the economy continues to open, the nature of the economic challenge is evolving. Whilst support to is in place to help businesses reopen, this will not be sufficient on its own to regain pre-COVID levels of economic activity. COVID</p>

	<p>19 has accelerated some pre-existing trends which businesses need to adapt to. For example, COVID has brought about an acceleration of digital transformation and contact-free services, remote working and distance learning. The impact on the high street as a result of declining retail expenditure in physical shops and stores was already leading to questions about the future role for both city centres and districts centres, but it is clear that the raise in internet sales is here to stay (the peak of UK online sales as a share of retail sales was 36% at its peak, and remains at 29% now despite retail reopening²).</p> <p>Footfall data shows that there were 213,732 visitors to the city centre for the week commencing 17th May. This was up from 185,416 for the previous week, reflecting step 3 on the reopening roadmap, however this remains at least 20% lower than pre pandemic levels.</p> <p>To retain jobs and maintain incomes in the medium term, it is clear that helping businesses to make adaptations to meet changing consumer needs and restoring consumer confidence to enable people to re-engage in economic activity is critical.</p>
1.4	<p>Phase 1 of the Recovery Delivery Programme</p> <p>The projects described below make up phase 1 of the city’s recovery delivery programme, which will deliver against the Business Recovery Plan agreed by Cabinet in Oct 2020.</p>
1.4.1	<p>Summer in The Outdoor City</p> <p>This project will deliver a city-wide visitor campaign, running throughout the summer (End June – Oct). This project would look to:</p> <ul style="list-style-type: none"> • Attract local audiences through the animation of the city centre • Promote staycations by building on our established city breaks ‘Outdoor City Adventure Breaks’ campaign • Support the return of events and conferences • Enhance the marketing and communication plans for reopening <p>The Business Recovery Plan commits to supporting the hospitality and tourism sector. It highlights the need to support businesses to reopen, and to execute a sustained city marketing plan to build confidence and strengthen the reputation of the city for visitors and business travel. It identifies the potential role for the Local Authority to work with the events sector in order that event organisers can plan with confidence and deliver creative content that encourages people to re-engage with the city centre.</p> <p>The ‘Summer in The Outdoor City’ campaign will showcase content from across the city, including community and district centres events, partner events and activities that help to generate footfall and visitors through the summer months.</p>

² Resolution Foundation data via SCR economic data briefing (May 2021)

In addition, it will harness ideas focused on city centre animation and events that have come through the open call for projects as part of the Economic Recovery Fund (ERF). Working with these projects to deliver a large-scale programme of animation and events during the summer across key 'zones' the city centre. It is planned that other projects approved through the ERF will also deliver animation in the district centres to be included in the campaign.

The 'zones' have been identified with our operational teams as those that would be permissible, give maximum benefit and are not significantly impacted by ongoing city centre developments.

Below is an overview of the activities associated with the 'Summer in The Outdoor City' campaign for approval.

Table 1

Activity	Description	Funding
Invest in creating the overarching 'Summer in The Outdoor City' campaign	Continuation of our reopening safety content using #MakeYourselfAtHome, and creation of 'Summer in The Outdoor City' artwork, campaign and media assets to showcase activity and events	Welcome Back Fund
Cliffhanger – Anchor Event	Delivery of Cliffhanger, one the city's anchor outdoor city events.	Major Events Budget Sponsorship from Sheffield BID Commercial Income
The Fringe (at Tramlines) – Anchor Event	Delivery of The Fringe at Tramlines, city centre event.	Major Events Budget Sponsorship from Sheffield BID Commercial Income
Deliver a large-scale programme of animation and events during the summer across key 'zones'	Animate the city centre with a programme of events and live music - bringing footfall to the city centre and bridging the gap between day – evening trade. Undertake 6 Economic Recovery Fund projects, delivering the infrastructure and programming for a range of events and animations.	Economic Recovery Fund Additional Restriction Grant where eligible
'Alfresco Avenue' Creation of an Outdoor Hospitality zone in the city centre	Working with local businesses on division street, we would seek to pilot 'Alfresco Avenue' by closing parts of the road, where permissible, to create a semi-permanent zone for outdoor hospitality and markets.	Economic Recovery Fund Additional Restriction Grant where eligible
Deliver a Staycation, media campaign to bring back visitors to Sheffield.	Delivery of a media campaign, using a mix of PR, advertorial, digital and social media. Partnering with Visit Britain's #EscapetheEvery campaign.	Welcome Back Fund
SCC Events Team and City	Additional event delivery and safety marshals to ensure the programme	Major Events Budget

	Centre Management	is delivered within Covid restrictions and guidelines.	COVID Outbreak Management Fund
1.4.2	<p>£2m Economic Recovery Fund</p> <p>The impact of Covid restrictions and closures have hit Hospitality, Retail and Leisure and Culture sectors hardest. As such our city and district centres are under strain. Although relief funding has been provided into these sectors, grants are not enough. Support is needed for reopening and recovery, to get local businesses, shops and retail centres back on their feet.</p> <p>The Economic Recovery Fund was set up to provide this support, to deliver a range of measures, developed in collaboration with local business communities to reopen the high-street safely, stimulate demand and bring back customers and help business owners adapt to the new economy.</p> <p>The Fund has received over 80 applications to date, through an open call for projects. The response from businesses coming forward to collaborate and lead projects in their local areas is inspiring. These projects are in the process of being assessed by the Economic Recovery Fund Steering Group, in line with the delegations set out in the Leader’s Report establishing the Economic Recovery Fund in October 2020.</p> <p>On the recommendation of this steering group, and to support the Director of City Growth in discharging his delegated authority, this report seeks endorsement for the first wave of projects to move forward to the next stage of the fund. This includes 6 projects to support the recovery of District Centres, bringing back footfall and investing in the regeneration of the local high street, and a further 6 projects focused on animating the city centre to support the delivery of the Summer in The Outdoor City proposal. Appendix 1 provides an overview of these collaborative and community led projects.</p> <p>It is also proposed that the Member led Economic Recovery Fund Steering Group will now be chaired by Cllr Paul Turpin, as Executive Member for Inclusive Economy, Jobs and Skills (responsible for District Centres) and that Cllr Julie Grocutt, as Deputy Leader and Executive Member for Community Engagement and Governance (responsible for Covid response and recovery) be invited to join the steering group.</p>		
1.4.3	<p>Welcome Back Fund</p> <p>The Welcome Back Fund builds on the Reopening High Street Safely Fund (RHSSF) allocated to councils in 2020 from government through European Structural Investment Funds. The Fund is in place until March 2022 and sees a further £520,000 for Sheffield. It aims to support communities and businesses hardest hit by the pandemic and associated restrictions, and to help the safe return of the high street. It specifically seeks to create and promote a safe environment for local trade and tourism. It encourages the running of publicity campaigns and preparation to hold events that will boost footfall and encourage people back into the high streets and thereby supporting local businesses.</p>		

This fund aligns with the commitment in the Business Recovery Plan to support businesses to reopen and stimulate demand in the local economy. Specifically, supporting the hospitality, events and tourism sector to reopen safely and build back demand to support businesses across the city.

Reflecting this, the proposed activity programme for the Welcome Back Fund, is summarised below for approval. This will also need to be agreed with funders (MHCLG).

Table 2

WBF eligibility³	Summary of activity proposed
Business-facing awareness raising activities to ensure that reopening of local economies can be managed successfully and safely (£287,000)	Continuation of the Business Information Officers - This frontline resource has been a fundamental part of our response to Covid, engaging with businesses directly, across the city's local high streets (in district and local centres). Focused on helping businesses be Covid secure and understand government guidance, safeguarding the future of businesses with assistance in accessing grants, managing cashflow, selling online and consumer engagement. Working closely with the Local Community Response Teams in district centres to improve business community outreach with community groups and BAME business networks and support organisations. Support the high street get online – procurement of a tech solution to support businesses to reach a wider audience digitally, encouraging footfall and boosting online sales. The digital platform that will help businesses to get online for the first time, or enhance their existing online presence by allowing them to create and maintain social media accounts (Twitter / Facebook / Instagram etc) through a single application. It can also be used to set up an ecommerce platform, enabling businesses to start selling products online for the first time.
Communications to ensure reopening is managed successfully and safely (£80,000)	Continuation of our reopening safely communications using #MakeYourselfAtHome, and creation of 'Summer in The Outdoor City' artwork, campaign and media assets to showcase activity and events from across the city.
Support to promote a safe public environment for a local area's visitor economy. (£153,000)	Delivery of a staycation, marketing campaign to bring back visitors to Sheffield to experience an Outdoor City, City Break, particularly in support of the 'Summer in The Outdoor City' event activities. A small events commissioning pot to deliver further animation and events, to March 2022 where there are gaps on the program.

³ Please note there are 6 categories in the WBF for eligible spend, this table above focused on the themes against the proposed activity. [Welcome Back Fund - guidance \(publishing.service.gov.uk\)](https://publishing.service.gov.uk)

1.4.4	<p>Helping Business Adapt and Thrive</p> <p>As the economy opens up and businesses operate within the restrictions that keep us COVID-safe, the nature of the economic challenge is evolving. Many businesses are looking for new ways to operate; opening and trading safely is a top priority, yet this is often necessary but not sufficient to regain pre-COVID levels of economic activity. Businesses are also seeking to explore new markets, work more digitally and remotely and invest in new equipment to increase productivity or deliver new products.</p> <p>Business Sheffield continues to provide Covid critical advice and support, alongside a wider programme of specialist help through a team of expert business advisors to work with companies on access to financial, productivity and sustainability improvements, capital investment projects, digital and tech innovation and research and development. The team harness a range of local, national, and internal funding streams to support individual business circumstances; and play a specific role in supporting the roll out of Additional Restrictions Grant (ARG) schemes, through the Sheffield City Region Mayoral Combined Authority (SCRMCA).</p>
1.4.5	<p>Local Additional Restrictions Grant</p> <p>As part of the Additional Restriction Grant, SCRMCA devolved £1.8m to Sheffield, as we entered advanced restrictions in October, to support the development of more nuanced local schemes. To date this has been used to support the self-employed and micro businesses who have fallen through the gaps in the national and regional grant schemes.</p> <p>As we move into recovery, there is an opportunity to further support the economy through the creation of projects which stimulate demand and support businesses to adapt and thrive. As such, this report seeks approval for local ARG to support the delivery of The Summer in the Outdoor City proposal, and to work with the Business Response Group to develop a further set of projects that would kick start the green recovery, accelerate start ups as a lever to generate more businesses and jobs, and further support the growth aspirations of SMEs with appropriate grant programmes.</p>
1.4.6	<p>Low Carbon Business Support</p> <p>The Business Recovery Plan recognised the opportunity to seize the economy recovery to rebuild and renew our economy whilst becoming a cleaner and more sustainable city. It committed to explore options to stimulate demand from businesses for improvements which will reduce energy use through accessing grant funding to provide advice, and funding for improvements, to reduce their carbon footprint and reduce energy costs.</p> <p>This project will kick start that work, supporting business to adapt to climate change through improvements to their premises and processes which in turn should also improve productivity, whilst reducing their carbon footprint.</p> <p>The project is focused on SME businesses, providing expert advice on energy and resource opportunities as well as encouraging investment in low carbon, energy and resource efficiency measures through a financial incentive.</p>

	<p>The project has four key strands of activity as follows:</p> <ul style="list-style-type: none"> • Intensive Business Support – Provision of 1-2-1 intensive business support to SMEs. • Low Carbon/Energy Audits - An audit of the SME operation establishing the carbon emissions of the current operation and interventions to reduce these. A report will be produced outlining multiple measures with estimated GHG saving, cost and Return on Investment. • Low Carbon Grants – Provision of grants to implement some of the recommendations identified through the Low Carbon Audit. Grants will be provided at 50% of the cost with a maximum value of £30,000. • Marketing and Publicity – promotion of the project activities across the City Region and will include PR, case studies, campaign work, marketing collateral, and press and publicity materials. <p>This £2.3m project will operate until 30th June 2023 and is funded by European Structural Investment Funds (ESIF). The authority to enter into the funding agreement is subject to a separate report to the Co-operative Executive. This report provides the context for delivery of the project as part of city’s Business Recovery Plan.</p>
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2.	HOW DOES THIS DECISION CONTRIBUTE?
2.1	<p>Phase 1 of the Recovery Delivery Programme will deliver against the following priorities in the Business Recovery Plan (BRP);</p> <ul style="list-style-type: none"> • Supporting business and stimulating demand in the local economy • Opening our city and district centres safely and securely • Helping to stimulate the conditions to encourage more startups in the city • Stimulating investment in culture to help rebuild confidence and visitor <p>It contributes to local economic recovery, helping our businesses and our retail and hospitality centres to rebuild and grow. It directly delivers against the following outcomes and actions in the BRP.</p> <ul style="list-style-type: none"> • Our places, in the city centre, district centres and in local neighbourhoods, adapt to the changing economy • Visitors and residents will be able to visit, learn about and enjoy the cultural, leisure and green spaces that Sheffield is renowned for. • Businesses have the confidence, information, support and infrastructure they need to operate through and beyond the current crisis, to adapt to changing circumstances • Business failure rates amongst profitable and productive companies are minimised and good quality jobs are safeguarded. • Opportunities to rebuild and renew our economy whilst becoming a cleaner and more sustainable city, are seized.

3.	HAS THERE BEEN ANY CONSULTATION?
3.1	<p>This programme has been developed in consultation with the Business Response Group and involving key stakeholders and partners.</p> <p>The Sheffield Business Response Group was established at the beginning of the COVID crisis. It is made up of Sheffield’s leading business networks and support organisations, who are working together to help address the issues local businesses are facing now and into the future. The membership includes:</p> <ul style="list-style-type: none"> • Chamber of Commerce • The Culture Consortium • Unight Sheffield • The University of Sheffield • Sheffield Hallam University • Sheffield City Council • Sheffield Property Association • Sheffield Digital • The Company of Cutlers <p>The BRG meet fortnightly to work collectively to develop solutions to key issues arising from COVID 19.</p> <p>Further specific consultation has been undertaken, with respect to the ‘Summer in The Outdoor City’ campaign, including Sheffield Business Improvement District, The University of Sheffield, Sheffield Hallam University, Unight and Culture Consortium. In response to this consultation, the following findings will inform the programme of activity.</p> <ul style="list-style-type: none"> • The Night Time Economy group have highlighted they would like a theme for the night time economy with the reopening campaign and would support with content. • Consultation with University of Sheffield has resulted in an offer to help in the commissioning of the events programme as required, and harnessing University events into the ‘Summer in The Outdoor City’ programme. • Sheffield Hallam University are keen to see activities in the city to support students visit and open days. • The City Centre Sheffield Bid will be a key partner and fund two anchor events as part of the proposal – Cliffhanger and The Fringe at Tramlines

4.	RISK ANALYSIS AND IMPLICATIONS OF THE DECISION
4.1	<u>Equality of Opportunity Implications</u>
	<p>Covid 19 and the resultant economic climate has already deepened some of the inequalities in our city. This programme of activity will support local economic recovery, helping our businesses and our retail and hospitality centres to rebuild and grow, to attempt to address entrenched inequalities and mitigate some of negative impacts on businesses, jobs and communities.</p>

	<p>A number of EIA have been carried out, through the original delegations. These concluded that:</p> <ul style="list-style-type: none"> • There should be a positive impact on financial inclusion as the grants will look to protect jobs and investment in the local economy. The funding will largely support the retail and hospitality sector which have a high proportion of employees who are in the younger age group, women and/or from a BAME heritage. • Through supporting business to minimise the risk of spreading the virus which will particularly benefit those in the groups that are disproportionately affected by COVID 19 (also see Public Health implications section below). • There should also be a positive impact on community cohesion by bringing people together through the range of free activities across the city. • Individual projects and actions will take into account the needs of those with protected characteristics and will work to further their interests. <p>There are no negative equality impacts identified.</p>
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4.2 Financial and Commercial Implications

	<p>There are multiple funding sources against this activity, which have been subject to separate decisions, and have established appropriate delegations. This report is seeking endorsement from the new Co-operative Executive for the overall suite of activities outlined in this report, in support of the delivery of the Business Recovery Plan.</p> <p>The delegations to officers for each of these funding streams (listed below, with changes following the announcement of the new Executive portfolios) require Executive Member consultation, which has been in place. However, this report recognises that there is a new Co-operative Executive in place since these delegations were established, and therefore seeks to ensure that the whole of the Co-operative Executive is appraised of the approach being taken to business recovery and endorses the overall programme of activity.</p> <p>The projects outlined have been developed in line the eligibility and specific delegations attached to each fund.</p> <p>Table 3</p> <table border="1" data-bbox="343 1563 1474 2040"> <thead> <tr> <th data-bbox="343 1563 587 1601">Resource</th> <th data-bbox="587 1563 1474 1601">Delegations in place</th> </tr> </thead> <tbody> <tr> <td data-bbox="343 1601 587 2040">£2 Economic Recovery Fund</td> <td data-bbox="587 1601 1474 2040">Leader’s report delegating authority to manage and agree expenditure from the Covid 19 Economic Recovery Fund including by awarding grants, approving procurement strategies and awarding contracts to the Director of City Growth in consultation with the Cabinet Member for Business and Investment, the Director of Financial and Commercial Services and the Sheffield Covid 19 Economic Recovery Fund Steering Group, with any proposed capital schemes being reported to Capital Programme Group. The Member led, Sheffield Covid 19 Economic Recovery Fund Steering Group, to be Chaired by the Cabinet Member for Business and Investment, to oversee the use of the fund and advise both Cabinet and the Director of City Growth, in the discharging of this delegated authority.</td> </tr> </tbody> </table>	Resource	Delegations in place	£2 Economic Recovery Fund	Leader’s report delegating authority to manage and agree expenditure from the Covid 19 Economic Recovery Fund including by awarding grants, approving procurement strategies and awarding contracts to the Director of City Growth in consultation with the Cabinet Member for Business and Investment, the Director of Financial and Commercial Services and the Sheffield Covid 19 Economic Recovery Fund Steering Group, with any proposed capital schemes being reported to Capital Programme Group. The Member led, Sheffield Covid 19 Economic Recovery Fund Steering Group, to be Chaired by the Cabinet Member for Business and Investment, to oversee the use of the fund and advise both Cabinet and the Director of City Growth, in the discharging of this delegated authority.
Resource	Delegations in place				
£2 Economic Recovery Fund	Leader’s report delegating authority to manage and agree expenditure from the Covid 19 Economic Recovery Fund including by awarding grants, approving procurement strategies and awarding contracts to the Director of City Growth in consultation with the Cabinet Member for Business and Investment, the Director of Financial and Commercial Services and the Sheffield Covid 19 Economic Recovery Fund Steering Group, with any proposed capital schemes being reported to Capital Programme Group. The Member led, Sheffield Covid 19 Economic Recovery Fund Steering Group, to be Chaired by the Cabinet Member for Business and Investment, to oversee the use of the fund and advise both Cabinet and the Director of City Growth, in the discharging of this delegated authority.				

		<i>This delegation will now be held by the Director of City Growth in consultation with the Executive Member for Inclusive Economy, Jobs and Skills, who will also chair the Member led Economic Recovery Fund Steering Group.</i>
	Local Discretionary Additional Restrictions Grant	<p>Covid Response Group (CRG) decision delegating authority to the Executive Director of Resources and Director of City Growth in consultation with the Cabinet Member for Finance, Resources and Governance and the Cabinet Member for Business and Investment approve the Sheffield Restrictions Support Grant criteria.</p> <p><i>These delegations will now be held by the Executive Director of Resources and Director of City Growth in consultation with the Executive Member for Finance and Resources, and the Executive Member for Inclusive Economy, Jobs and Skills.</i></p>
	Reopening the High Street and Welcome Back Fund	Covid Response Group (CRG) decision delegating authority to the Director of City Growth, in consultation with the Executive Director of Resources, the Director of Finance and Commercial Services and the Director of Legal and Governance.
	Covid Outbreak Management Fund	<p>Cabinet Report (16th December) delegating the authority to the Executive Director Resources, in consultation with the Director of Public Health, to make the final decisions regarding the use of this fund, in consultation with the Cabinet Member for Public Health.</p> <p><i>These delegations will now be held by the Executive Director for Resources, in consultation with the Director of Public Health and the Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks, and Leisure.</i></p>
	Major Events Fund	Officer decision as part of existing delegations
	<p>This report proposes that the Director of Finance and Commercial Services will work with the Head of Service for Economic Strategy and Commissioning on this delivery programme to ensure the most effective use of the above funds. This will be done with respect to any legal requirements and the eligibility and delegations set out for each funding stream. This approach will ensure we maximise available funding, by being able to direct eligible activity to the most appropriate source of funding.</p>	
4.3	<p><u>Legal Implications</u> The Council will have a suite of powers and functions available to underpin the proposals in this report, including those identified in the reports which led to the delegations outlined. As decisions are taken under those delegations any additional powers will be identified.</p> <p>Implementation may be subject to wider legal duties such as requirement to publicly procure services and works, Subsidy Control for grants and Public Sector Equality Duty. There are also likely to be regulatory requirements relating to highways, licensing and planning. These will be considered as appropriate when the delegated decisions are made</p>	

4.4	<p><u>Sustainability Implications - Tackling the climate emergency</u></p> <p>There will be opportunities to support the city's efforts to tackle the climate emergency through the delivery of the activities outlined in this proposal.</p> <p>In delivering this programme, SCC will work with partners, businesses, communities, and event organisers to trial ways to minimise the impact on climate and the environment, including:</p> <ul style="list-style-type: none"> • Encouraging attendees to travel by bike, walking or public transport • Exploring the potential for using and showcasing the potential of renewable energy for events • Looking to minimise waste, and use of plastics • Celebrating the sustainability successes of partners and events • Encouraging and supporting events that have a focus on sustainability and responsible use of our outdoor places <p>The event programme will be used as an opportunity to engage with the people of Sheffield on the impact of climate change and how we can all play our part to protect The Outdoor City. This could include information stalls and utilising the event's marketing and communications at key events (for example big screens etc).</p>
4.5	<p><u>Public Health Implications</u></p> <p>Supporting reopening and recovery in a Covid safe way is of primarily importance.</p> <p>Currently in Sheffield, the 4 conditions are still being met for the next step of the roadmap. Infection rates are low and decreasing, and 65% of people in Sheffield have had their first vaccine. While a new variant could yet emerge that increases our infection rates, there is a far greater understanding of how Covid spreads, including the lower risk associated with being outdoors.</p> <p>In supporting reopening, animation and event activities, Covid secure restrictions and best practice guidance will be followed. Furthermore, this schedule of activities has been designed to minimise transmission risk by ensuring;</p> <ul style="list-style-type: none"> - The focus of the programme is on outdoor events and hospitality. - The focus of the events and activities will not be about mass participation but focused on animation - COVID-secure procedures will be in place - City Centre Management team and the Place Management Plan (which outlines the command-and-control structure) will be partners in delivery of any events as part of the campaign. - The Community Covid Bus will be aligned with planned events as part of the programme, to encourage continued awareness of Covid and encouragement to take up vaccination.

	An inclusive, sustainable and growing economy is an important determinant of people's health, so it is vital that support is focused on reopening the economy safely, alongside the ongoing need to protect people from Covid.
5.	ALTERNATIVE OPTIONS CONSIDERED
5.1	<p>A number of options were tested for each of the funding streams identified in this report, as part of the original delegations outlined in table 3. Furthermore, in the development of this programme several options were considered.</p> <p>Option1: Do minimal option: SCC business support, investment and marketing functions return to 'business as usual' activity and stop providing Covid support as the economy reopens. Additional funding is not sought, and recovery projects are not developed for delivery.</p> <p>This option would not deliver against the BRP agreed by Cabinet and critically would lead to further economic distress, as businesses are not supported to reopen.</p> <p>Option 2: Do not stimulate demand to bring back footfall and visitors: SCC business support and Covid critical interventions continue but no additional funding is sought to stimulate demand, consumer confidence and tourism. Specifically, The Summer in The Outdoor City Proposal and elements of the Welcome Back Fund are not progressed.</p> <p>This option would not deliver against the specific gap in this area identify by the BRG in the BRP. It would lead to slower recovery and a protracted period where businesses maybe operating at a loss, due to reduced demand, putting businesses and jobs at risk.</p> <p>Option 3: Approve Phase 1 of the Recovery Deliver Programme, to support businesses to adapt and thrive to the new economic climate and to support the high street and hardest hit sectors by working to bring back demand, through effective marketing and communications, the 'Summer in The Outdoor City' campaign, outdoor events and animation activity to encourage people to visit their District and City Centres and support local businesses.</p> <p>This option would progress delivery of the BRP and help footfall and demand to return to highstreets and the hospitality sector quicker, delivering against the outcomes identified in this report.</p>
6.	REASONS FOR RECOMMENDATIONS
6.1	<p>The COVID pandemic has presented a number of challenges for businesses and the economy which, if not addressed, could lead to longterm issues in terms for employment, business and wages with knock-on impacts on health inequalities and people's wellbeing.</p> <p>The Sheffield COVID Business Recovery Plan set out the priorities for the city in addressing these issues and creates a framework for the Council to work</p>

	<p>alongside the business community to support the city's recovery, protecting jobs and businesses.</p> <p>The activities in the report demonstrates delivery against the BRP framework and enables critical projects to progress as Phase 1 of the city's Recovery Delivery Programme.</p> <p>The activities outlined in this report have been developed following advice and discussion with Public Health colleagues and ensure an appropriate balance between reopening the economy and encouraging people to support local businesses and doing this safely in a way that minimises the risk to people's health.</p>

Appendix 1: Economic Recovery Fund

The table highlights the scored projects in the first wave of the Economic Recovery Fund to be invited to progress with their projects, in collaboration with SCC.

	District Centre Based	Event/city animation
Large project EOIs	<ol style="list-style-type: none"> 1. Hillsborough Regeneration Project 2. Wonderful Walkley 3. Beautiful Broomhill 4. Family Friendly Firth Park 	<ol style="list-style-type: none"> 1. Community in Unity Events 2. Division Street Market 3. Covent Garden of Sheffield
Small projects	<ol style="list-style-type: none"> 1. District Centre Bear Trail Extension 2. Totley Access for All 	<ol style="list-style-type: none"> 1. Orchard Square Animation 2. Indie Music Trail 3. Tudor Square Cultural Animation

District Centre: Summary of large project expression of interests for endorsement to move forward for development and full application to be invited (£50,000-£200,000)

Title	Lead applicant	Short description of proposal
Wonderful Walkley	Walkley Business Action Group	Walkley businesses have an exciting Covid recovery plan to create a more attractive and welcoming streetscape that celebrates Walkley as part of The Outdoor City. Extending the arts trail on a route from Upperthorpe up to South Road/Howard Road via Ruskin Park, including artworks and street theatre events by local artists. Seeking to increase the capacity of local businesses/sole traders to trade outdoors through additional street/park furniture and market stalls. The project proposes improving the experience for pedestrians and cyclists visiting/shopping in the area and providing an online directory/map of Walkley ward businesses, sole traders, artists & makers. It would also fund a relaunch of the Walkley Festival on a bigger scale in 2022, building on the history of the area and our capabilities as a community.
Beautiful Broomhill	Broomhill Independent Traders Association	The Traders Association want to regenerate, re-invigorate and re-engage customers and residents with businesses in the Broomhill area. They aim to create a new sense of optimism, positivity and pride in the area for residents, businesses and shoppers. They intend to do this by undertaking a broad programme of activity. This would include making improvements to the streetscene and environment: commissioning local artists to create murals; installing vibrant planters, 'Welcome to Broomhill' signage and a community noticeboard. They would also animate the District by creating a set of seasonal events. To support engagement with the student population a welcome pack advertising the local businesses would be created and distributed.

Family Friendly Firth Park	Firth Park Business Forum	The Family Friendly Firth Park Project brings together businesses, residents, community organisations, alongside the Business Forum. Their focus is on improving the physical appearance and perception of Firth Park and create a family friendly environment. The partners want more people to visit the area and engage with local businesses and the park to discover all that lies on the doorstep. The project will create a positive place marketing campaign alongside improving the appearance, accessibility and amenities of the area as well as making community events a focal point for the project. This will encourage increased and more diverse footfall back to the area.
Hillsborough Regeneration Project	Local businesses	Businesses have a long-term vision to regenerate their District Centre, creating a vibrant place where visitors want to go and spend time. They want to make changes to the streetscene and amenities as well as through solidifying local business relationships into a formal Business Forum. The businesses have an ambitious plan to undertake place-making activity, commissioning local artists to decorate shutter fronts; provide seating and accessible toilets; installing additional seating and bins. In addition, the businesses are keen to animate the area with events and marketing activity whilst upskilling the businesses to use digital skills to boost their presence and sales.

District Centre: Summary of small projects for endorsement for further development, with a view to fund (up to £50,000)

Title	Lead applicant	Short description of proposal
District Centre Bear Trail Extension	The Children's Hospital Charity Trust	Championed by businesses in the District Centres and delivered by the CHCT, the applicants aim to build on the success of the 'Herd of Sheffield' and extend the planned Bear Trail to 4 district centres: Broomhill, Endcliffe Park, Woodseats, Firth Park, delivering footfall to local high street.
Totley Access for All	Local businesses (supported by Business Information Officer)	The applicants want to cater for the local community and create a welcoming, inclusive environment by providing seating, bins and banners displaying a 'Totley Access for All – Welcome Back'.

City Centre animation to support ‘Summer in The Outdoor City’: Summary of large project expression of interests for endorsement to move forward for development and full application to be invited (£50,000-£200,000)

Title	Lead applicant	Short description
Community in Unity	The Events Collective	The projects seeks deliver a set of free to attend large scale events and smaller satellite events, in partnership with a host of organisations, groups and businesses. The events will be delivered in a pop-up market event model set up, with entertainment covering music and arts performances, product and skills demonstrations, food and drinks traders, including bars and local produce makers. The project would provide the infrastructure and partnership to enable smaller business and event providers to be part of this programme of events. As part of the delivery, the team will endeavour to establish an Eco Operating Event Network Project to spearhead new sustainable and environmental practises for event production and live event output.
Division Street Markets	Heather Gilberthorpe-Pell	In collaboration with the businesses on Division Street, the ambition is to create a new, monthly market on the last Saturday of each month along Division Street to create safe space for consumers to buy from independent businesses based along Division Street as well as temporary stalls and traders showcasing high quality, independent makers, artists, and street food traders to complement the permanent offer. The funding would deliver a pilot series of events from June to October 2021.
Covent Garden of Sheffield	Sheffield Theatres Trust	The applicants have a long-term ambition to create a “Covent Garden of Sheffield”: a year-round attraction based in the currently under-utilised Tudor Square – an area ripe for additional footfall and activity to be cultivated. The ambition is to create a European Piazza style space. The square would be animated with free events as well as pop-up food and retail markets. Accessibility would be a core focus of delivery and events would also include those focused at specific groups, such as those living with Alzheimer’s and Autism. The project would enable a pilot, with the goal to build a year-round, sustainable attraction that becomes the centrepiece of the city, providing visitors and residents of Sheffield a year round tourist attraction with family friendly and inclusive events.

City Centre animation to support ‘Summer in The Outdoor City’: Summary of small projects for endorsement for further development, with a view to fund (up to £50,000)

Title	Lead applicant	Short description
Orchard Square animation	The Creative Guild	In collaboration with creative freelancers and Orchard Square businesses, this project would host a series of creative events, over the course of the summer in Orchard Square. Aimed at providing employment for freelance creatives, increasing revenue for the businesses in the square and increasing footfall and rebuilding consumer confidence in the city centre. The businesses will support the project and provide tie-ins during the event weekends (such as 20% off deals). The events will be a mix of craft markets, family focused art activities and music and food gigs.
Indie Music Trail	The Leadmill	<p>The Leadmill are leading a collaboration of Grassroots Music Venues in the city to create three different acoustic music trails over summer 2021. These will encompass a minimum of 30 locations across 15 independent venues, with three routes proposed.</p> <ul style="list-style-type: none"> • Sheffield City Centre (Devonshire Street / West Street through town towards Sheffield Train Station • Millenium Galleries / Hallam University Concourse, Sheffield Train Station Castlegate through to Kelham Island and Neepsend • Abbeydale Rd through to Sharrowvale and Ecclesall Road
Tudor Square animation	The University of Sheffield and Yellow Bus Events	The University of Sheffield (UoS), Sheffield Theatres, the Leadmill and Yellow Bus Events are combining to bring performance (music and theatre) to Tudor Square. Programming a mix of local talent in music, theatre and dance and co-curated by the partners over five distinct weekends from June to October. Whilst some of these are planned, the ERF contribution will deliver additional animation, and enhance and grow the programme of events. The ambition is to produce five weekends, which will include a mix of theatre, music and dance, university programming and Off the Shelf. The events aim to attract a wide audience into the city centre, and encourage a local and regional audience to come back to the City Centre. The Retail, Leisure, Hospitality and Culture sector has been significantly impacted through Covid and through this activity the project seeks to support these sectors and their supply chains, bringing back creativity and tourism in the city.

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**Author/Lead Officer of Report: Ben Morley,
Head of Programmes and Accountable Body,
City Growth**

Tel: 07909898754

Report of: *Michael Crofts, Director of Place*

Report to: *Co-operative Executive*

Date of Decision: *9th June 2021*

Subject: *SCR – Low Carbon Business Support Grant*

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? <i>Inclusive Economy, Jobs and Skills</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 checked="" type="checkbox"/>	No <input type="checkbox"/>
If YES, what EIA reference number has it been given? <i>932</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:

Sheffield City Council has received approval from the Ministry for Housing, Communities and Local Government (MHCLG) to European Structural and Investment Funds, and to act as Accountable Body for the SCR Low Carbon Business Support project.

This report seeks the approval for the Programmes and Accountable Body Team within City Growth to act as Accountable Body and to enter into the Funding Agreement with MHCLG for the above project and for the project to be delivered as

outlined in this report.

Recommendations:

It is recommended that the Co-operative Executive:

- Agrees that Sheffield City Council through the Programmes and Accountable Body Team will act as Accountable Body for the Sheffield City Region (SCR) Low Carbon Business Support project.
- Authorises the Council to enter into a funding agreement with the Ministry of Housing, Communities and Local Government (MHCLG) and to accept a grant of £1.383 million. Note that this will require delivery partners and the private sector to provide match funding of up to £0.922 million, giving a total project spend of up to £2.305 million from May 2021 to September 2023.
- Authorises Sheffield City Council to pay the relevant levels of grant to SME's.
- To the extent not already delegated to them by the Leader's Scheme of Delegation, delegates Authority to the Director of City Growth in consultation with the Director of Legal and Governance to:
 - agree the terms of and provide approval to enter into the Service Level Agreements with the Delivery Partners of the project.
 - to agree the terms of the offer letter that will be entered into with all successful business applicants of the grant scheme.
- To the extent not already delegated to them by the Leader's Scheme of Delegation, delegates Authority to the Director of City Growth in consultation with the Director of Finance and Resources and Director of Legal and Governance to:
 - agree the terms of and approve any variations to the ERDF funding agreement.
 - agree the terms of and approve any additional match funding that is secured to deliver the project.
 - take any further decisions necessary in order to meet the aims, objectives and outcomes of this report.

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: Mark Wassell
	Legal: Gemma Day
	Equalities: Annemarie Johnson

	<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>Cllr Paul Turpin</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: Ben Morley	Job Title: <i>Head Programmes and Accountable Body</i>
	Date: 25th May 2021	

1. PROPOSAL

- 1.1 The report seeks the approval for Sheffield City Council to enter into a funding agreement with MHCLG for the delivery of the Low Carbon Business Support project. The project will provide targeted intensive business support to Small and Medium Sized Enterprises (SME's) across the Sheffield City Region (SCR) to help them reduce their carbon emissions.
- 1.2 The £2.3m Low Carbon Business Support project will operate until 30th June 2023 and is part European Structural Investment Funds (ESIF) funded and will be delivered by four key delivery partners; Sheffield City Council, Doncaster Metropolitan Borough Council, Rotherham Metropolitan Borough Council (RMBC) and Barnsley Metropolitan Borough Council.
- 1.3 Each delivery partner will enter into a Service Level Agreement with Sheffield City Council (as Accountable Body) to deliver their element of the project. Match funding will be provided by the private sector and a contribution from RMBC. Additional public sector funding will be secured where possible to contribute towards the match finding for the European funding should it assist delivery.
- 1.4 The Delivery partners will each contribute towards the overall outcomes for the scheme which are outline in section 1.7.2 below
- 1.5 The project includes an Intensive Business Support element, to be operated as a grant scheme, which will offer specific and tailored specialist support provided by the private sector. All SME Businesses will be able to engage with the Business Advisors and they will bring proposals to a local Panel was which Business should progress to receiving an Energy Audit and thereafter the potential to access a grant. The client business will contribute up to 60% of the cost of this intervention therefore providing private sector matching funding to the project.

1.6 Background

- 1.6.1 The Council is not legally bound to deliver this project. This is a Sheffield City Region project developed in partnership with Sheffield City Council to respond to the climate change and economic issues set out in the Strategic Economic Plan.
- 1.6.2 The project responds to the European Regional Development Fund (ERDF) Investment Priority 4b - "Promoting energy efficiency and renewable energy use in enterprises". Within this, the project will tackle ESIF local priorities by focusing on SME businesses, providing expert advice on energy and resource opportunities as well as encouraging investment in low carbon, energy and resource efficiency measures

through a financial incentive.

The SCR Strategic Economic Plan (SEP) and Energy Strategy discuss the importance of energy efficiency of businesses as a way to reduce costs and make businesses more profitable and sustainable. Early work on the Energy Strategy was supported by the Carbon Trust and included a 'Technology Appraisal' which concluded that energy efficiency in non-domestic buildings was the third-most effective route (across the bidding Local Authorities) to decarbonisation and has a high average IRR of 40-50% (Carbon Trust 2017).

- 1.6.3 Accordingly, Officers across the SCR have developed a proposal to turn the principles set out in the SEP into a deliverable project. The work of this group resulted in an application and approval for ESIF funding and additional public funding will look to be secured where possible should this be of benefit to the delivery of the outputs and outcomes.

1.7 **SCR Low Carbon Business Support Project**

- 1.7.1 As outlined in the summary section of this report the objectives of this project are to support business adapt to climate change through improvements to their premises and processes which in turn should also improve productivity.

- 1.7.2 The funding agreement will be over a 33-month period commencing 1 January 2021 (retrospective date agreed with MHCLG) and ending on 30th September 2023.

In total the project will cost £2.305m funded as follows:

ERDF	£1.383m
Public Sector Match	£0.028m
Private Sector Match	£0.893m

- 1.7.3 The following outputs will be achieved across the lifetime of the scheme:

- 140 Low Carbon grants provided to enable actions identified in the Low Carbon audits by 31/03/23
- 260 3 Hour Business Assists by 31/03/23
- Over £600k private sector match funding secured to support over £1.5m of direct actions to reduce carbon footprints of SMEs by 31/03/23
- Reduction in Greenhouse Gases (GHG) equivalent to 843 tonnes CO₂ by 31/03/23

- 1.7.4 The project has four key strands of activity as follows:

Intensive Business Support – Provision of 1-2-1 intensive business support to SMEs.

Low Carbon/Energy Audits - An audit of the SME operation establishing the carbon emissions of the current operation and interventions to reduce these. A report will be produced outlining multiple measures with estimated GHG saving, cost and Return on Investment.

Low Carbon Grants – Provision of grants to implement some of the recommendations identified through the Low Carbon Audit. Grants will be provided at 50% of the cost with a maximum value of £30,000.

Marketing and Publicity – promotion of the project activities across the City Region and will include PR, case studies, campaign work, marketing collateral, and press and publicity materials.

- 1.7.5 The Accountable Body function will be undertaken by a small Programme Management Team based in City Growth. The team will be responsible for overseeing project delivery, contract management and compliance. The team is built on direct experience of running previous European funded programmes.
- 1.7.6 Sheffield City Council will enter into service level agreements with each of the delivery partners, these agreements will outline the activity that each partner will be required to deliver as well as the budget and outputs allocated to each.
- 1.7.7 Where appropriate Partners will make a project claim to Programme Management Team on a monthly basis which will include costs incurred, outputs achieved and an update on project progress

2. HOW DOES THIS DECISION CONTRIBUTE ?

- 2.1 Through this, the project will deliver the following outcomes:
- Increased awareness and understanding of low carbon opportunities in SMEs;
 - Reduced carbon emissions, contributing to UK obligations and the Department for Business, Energy & Industrial Strategy (BEIS) priorities in the Clean Growth Strategy.
 - Reduced energy consumption, contributing to targets in the SCR Energy Strategy
 - A reduction in SME costs, improving competitiveness, resilience and productivity
 - Potential job safeguarding and creation through improved profitability and re-investment of savings.
- 2.2 The project and its activity directly support the delivery of the Green City Strategy specifically:

Priority 3 – Working together to help our communities, residents, public sector and businesses to become more resilient to climate change.

Priority 9 – Working with businesses to improve their environmental performance and ensure they are ‘climate-resilient’ and transitioning to a low carbon economy.

Priority 10 – Supporting Sheffield’s businesses to become more energy efficient, to harness low carbon, locally generated energy sources, potentially unlocking competitive advantage and reliable sustainable energy to support their growth.

Priority 12 – Supporting with the development and growth of our low carbon economy, enabling cleaner and sustainable growth. Developing and growing our ‘low carbon and clean growth’ sector.

- 2.3 The activity supports the Climate Emergency motions agreed at Full Council in 2019 in particular supporting innovation and good practice amongst SMEs.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 The Council is not required to consult on the development of this proposal but through the Business Support teams in the four South Yorkshire Local Authorities there has been some initial engagement with the local business communities. This activity has demonstrated support for the project and demand from local SMEs to access both the low carbon advice and grant support.

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

- 4.1.1 An Equalities Impact Assessment has been carried as part of the development of the proposal.
- 4.1.2 Overall there are no significant differential, positive or negative, equality impacts from this proposal. It is likely to be positive for financial inclusion as it will create investment in the local economy and the potential for job creation.

Support and grants will be available to all eligible applicants and is targeting smaller businesses and organisations (SME’s) to implement low carbon measures to and adapt to climate change.

4.2 Financial and Commercial Implications

4.2.1 MHCLG Grant Funding Agreement (£1.383m)

Key features (not exclusive) of the MHCLG (ERDF) Funding Agreement are summarised below.

Table 1: Low Carbon Project Funding	£m
MHCLG (ERDF) Grant (60%)	1.383
Match Funding (40%)	0.922
Total Funding:	2.305

- SCC is the Accountable Body for the delivery of the Low Carbon project for South Yorkshire Councils (as identified at para 1.2+1.3)
- Grant subject to clawback if conditions are not complied with
- Grant paid for Eligible Expenditure defrayed on/after Start Date
- Grant is for Project Activities (as per Application) and must achieve Targets/time limits (as per Funding Agreement/Key Milestone Dates – see 4.2.8).
- SCC is liable for the acts of its Delivery Partners
- Comply with monitoring, reporting and grant claim requirements
- Grant is outside scope of VAT but if VAT is chargeable all payments include VAT.
- If in a Financial Year a shortfall in Eligible Expenditure arises compared to Profile, the funder cannot guarantee funding is carried forward.
- If in a Financial Year an overspend in Eligible Expenditure arises compared to Profile, the funder cannot guarantee payment of grant in the following year.
- No use of Assets for other than Approved Use over Asset life.
- All project changes must be approved by funder.

4.2.2 **Match Funding Arrangements**

Table 2: Match Funding Sources	£
RMBC	27,908
SME Contributions	893,967
Total: Match Funding	921,875

- SCC must ensure Match Funding is Committed / evidenced
- Match Funding must be compliant with the Eligibility Rules.
- Notify funder on issues around payment / availability of match funding
- SCC to notify the funder if claims do not fit the Expenditure Profile.

4.2.3 **Grant Retentions (10%)**

Until (not exclusive) :

- Completion of Project Activities
- Satisfactory final monitoring report/visit

- All audit issues outstanding are resolved.

4.2.4 **Procurement and State Aid Law**

- Comply with the Structural and Investment Funds Regulations
- SCC to ensure Project complies with applicable EU law /national law
- SCC to assess Project compatibility with State Aid Law.
- SCC to maintain appropriate records of compliance with State Aid Law
- State Aid non-compliance may lead to grant repayment.
- SCC to ensure compliance with all applicable Procurement Law.
- If contract awards do not have a sufficient connection with the functioning of the Internal Market, SCC warrants that it has/shall comply with criteria (see details in Funding Agreement).

4.2.5 **Events of Default (not exclusive)**

- Failure to comply with the Conditions
- Project Activities not commenced by 3 months after the Start Date.
- Expenditure not claimed in line with Profile.
- Project Activities not completed by the Agreed Activity End Date
- Project changes made without prior approval.
- Grant Recipient is a Small - Medium sized Enterprise, but ceases to be and State Aid Law requires that the Grant Recipient remains so.

4.2.6 **Records**

- Comply with audit requirements in Structural/Investment Funds Regulations
- Keep records of all Eligible Expenditure, quotes, tenders/procurement practices, financial contributions to / income generated by the Project.
- Comply with record keeping requirements (see funder Website).
- SCC to ensure all Project documents – implementation, financing etc are retained for a two year period from 31 December following accounts submission to the EU in which the final expenditure for the Completed Project is included.
- Funder to notify Grant Recipient of the start date of the two year period.
- Comply with National European Development Fund Document Retention Guidance)
- Documents to be kept as originals or certified true copies of originals

4.2.7 **SCC to ensure that Delivery Partner**

Not exclusive (see full details):

- Maintains full/accurate accounts/evidence (subject to funder audits).
- Maintains either a separate accounting system/accounting code
- Complies with the funders audit monitoring/reporting requirements.
- Comply with Audit requirements (see details)

4.2.8 **Key Milestone Tables (not exclusive)**

Start Date: 01 January 2021

Agreed Financial Completion Date: 30 June 2023

Agreed Activity End Date: 31 March 2023

Agreed Project Practical Completion Date: 30 September 2023

Match Funding Longstop Date: 30 June 2023

4.2.9 **Other.**

The Grant Recipient:

- To provide evidence to confirm Match Funding is fully Committed by the Match Funding Longstop Date included in the Key Milestones/Project Specific Conditions.
- Acknowledges if the level of Match Funding is not secured from SMEs, it will provide Match Funding from its own resources, failure to achieve Match Funding is a default
- Is solely responsible for ensuring successful project implementation/achievement of the Targets.
- Acknowledges indirect costs are 15% of eligible direct staff costs
- Has assessed/approved the State Aid compliance of the Project and Delivery Partners and will collect evidence to demonstrate this
- Confirms that all staff /Delivery Partner staff delivering aid will read the De Minimis Regulations 1407/2013
- To ensure that SME grants are used on energy saving measures that reduce carbon footprint of the SME.
- To obtain a signed SME declaration (circa 6 months) to confirm SME energy savings activities/measures

The Grant Manager will need to:

- Read, understand and comply with all of the grant terms and conditions
- Develop a viable exit strategy for when the grant funding ends to ensure that there are no unfunded ongoing costs as currently there are no identified funding sources available.

4.3 **Legal Implications**

4.3.1 The Council has been awarded £1,382,808 of funding by the Ministry of Housing, Communities and Local Government (MHCLG) for the Low Carbon and Business Support project.

4.3.2 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 funding.

- 4.3.4 The Council will be required to enter into a grant agreement with MHCLG, key clauses and requirements are outlined above in paragraph 4.2, officers working on this project must be aware of these requirements and ensure they are complied with.
- 4.3.5 There are a number of preconditions which the Council must satisfy prior to the first or subsequent grant payments being made. These include for example making the grant claim on the online facility, satisfying the MHCLG that sufficient match funding has been committed amongst other.
- 4.3.6 The grant claim procedure is quite specific, and officers involved in the administration of this grant funding must ensure they are aware of and comply with all requirements.
- 4.3.7 MHCLG are under no obligation to pay an overspend, this includes any overspend against the amount planned in the expenditure profile for any financial year.
- 4.3.8 All changes to the project must be approved by the MHCLG prior to the change taking place.
- 4.3.9 The Council is satisfied that the project as detailed above will be delivered in compliance with state aid law. Confirmation of this will need to be provided to MHCLG.
- 4.3.10 The Council are the lead beneficiary for a consortium, Rotherham Metropolitan Borough Council will be a delivery partner. The Council and RMBC will be required to enter into a contract on materially similar terms.
- 4.3.11 The Council must comply with, and ensure all delivery partners comply with, all applicable procurement law including the Public Contracts Regulations 2015.
- 4.3.12 The Council must ensure that any applicable obligations are flowed down to all delivery partners and sub-contractors to ensure that the Council is able to satisfy the requirements in their contract and not be put into breach of contract.
- 4.3.13 Officers must ensure that they are aware of and comply with the monitoring and reporting requirements and the retention of records.
- 4.3.14 If the Council fails to secure the amount of match funding detailed in the grant agreement from the SME's then it shall be required to provide the match funding from its own resources. Failure to do so is an event of default.

- 4.3.15 A grant offer letter will be issued to each third-party grant recipient which will detail as a minimum the ESIF and state aid compliance requirements. This will include a state aid declaration.
- 4.3.16 The Council must comply with all applicable legislation and regulations including but not limited to the Structural and Investment Fund Regulations, UK GDPR, Data Protection Regulations 2018, State Aid and the Councils Contracts Standing Orders.

4.4 Other Implications

- 4.4.1 No other risks have been identified with the delivery of the project.

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 An initial proposal to develop and deliver the project was led by the Sheffield City Region Executive. However, this was not progressed given the SCR did not feel they had sufficient experience of European funding to deliver it on behalf of the South Yorkshire Local Authorities. In order to progress the bid Sheffield City Council offered to step in and act as Accountable Body to ensure the ERDF funding was not lost.
- 5.2 Consideration was given to running the proposal with business support only and without additional grant funding. Whilst of some benefit it would not assist SME's implementing low carbon technology where the initial capital cost can often act as a deterrent to invest.
- 5.3 A 'do-nothing option' was considered but this would mean that no activity would be taking place with local businesses to deliver a number of Priorities within the Green City Strategy. It would also risk the ability to access more than £1m ERDF to support the local climate change policy.

6. **REASONS FOR RECOMMENDATIONS**

- 6.1 Approval of the recommendations will allow:

Entering into the Funding Agreement:

- Allow the provision of additional and specialist business support services in respect to low carbon across the region building upon the wider business support service already offered to SME's across region. This additional support will address the climate change agenda and contribute to business productivity.
- Project delivery to commence immediately meaning that businesses can access support from this programme from as early as June 2021.
- Assist 260 SME businesses across the City Region to deliver low carbon interventions and improve their productivity between June

2021 and the end of June 2023.

- Provide 140 grants to SMEs that will secure nearly £1m of Private Sector Match funding.
- Generate an estimated 843 Tonnes reduction in Green House Gas emissions.

SCC acting as Accountable Body:

- Efficiencies to be gained from utilisation of the existing Programme and Accountable Body Team using existing systems, processes and people are already in place.
- The potential for SCC to act as Accountable Body / Managing Agent for other SCR-wide schemes.
- Ensures that the project is delivered in South Yorkshire securing over £1.3m ERDF and delivering the low carbon and economic benefits.



Author/Lead Officer of Report: *(Kevin Straughan, Head of Service and Daina Cummings)*

Tel: (07891010962)

Report of: *Executive Director People Services*

Report to: *Co-operative Executive*

Date of Decision: *9 June 2021*

Subject: *Extension of the Alternative Provider Framework*

Is this a Key Decision? If Yes, reason Key Decision:-	Yes <input checked="" type="checkbox"/>	No <input type="checkbox"/>
- Expenditure and/or savings over £500,000	<input checked="" type="checkbox"/>	
- Affects 2 or more Wards	<input checked="" type="checkbox"/>	
Which Executive Member Portfolio does this relate to? <i>Education, Children and Families</i>		
Which Scrutiny and Policy Development Committee does this relate to? <i>Children, Young People and Family Support Scrutiny and Policy Development Committee</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>People/KS/4/02/2021</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:

- Lifelong Learning is seeking permission put in place a new provider framework for the delivery of alternative provision for the coming academic year, September 2021 – July 2022. The framework will allow Sheffield City Council to procure delivery of alternative provision programmes appropriate for school-aged pupils from organisations with an assessed capability and capacity to provide.
- Having an AP framework will mitigate any risk to secondary school pupils associated with attending non-regulated provision and help with behaviour intervention. AP providers on the framework will have undertaken due diligence and necessary checks comply with procurement rules and be subject to on-going quality assurance and contract management.

- Providers on the framework will be able to bid to provide provision designed for secondary school aged pupils who would benefit from off-site education to re-engage students with the mainstream, school-based curriculum.
- The creation of a new, 1 year, AP framework agreement will allow the council to undertake review of the delivery of the programme which has been postponed due to the impact the impact of COVID-19.

Recommendations:

- Agree the proposal to establish a new AP framework from September 21 to July 22 in accordance with Regulations 74 – 76 of the Public Contracts Regulations 2015.
- Approve the Council entering into the AP framework agreement with alternative provision providers to enable it to fulfil its legal duties under s19 Education Act 1996.

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>Anna Beeby (finance) and Gerard Higgins from Procurement</i>
	Legal: <i>Richard Marik</i>
	Equalities: <i>Bashir Khan</i>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	EMT member who approved submission: <i>Andrew Jones</i>
3	Executive Member consulted: <i>Cllr Jane Dunn</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>Kevin Straughan</i>
	Job Title: <i>Head of Service</i>
Date: 1 st June 2021	

1. PROPOSAL

- 1.1 SCC currently procures, contract manages, and quality assures a network of off-site alternative provision providers for use by Sheffield schools and services within the People portfolio such as Children Missing from Education.

Local authorities have a duty under s19 Education Act 1996 to arrange suitable full-time education for permanently excluded pupils and for other pupils who, because of illness or other reasons, would not receive suitable education without such provision. This is currently achieved via a framework arrangement commercially procured and compliant with both Contract Standing Orders and the Public Contract Regulations 2015. It has operated in its current form since September 2017 and is scheduled to come to an end in July 2021. The AP framework agreement establishes the terms governing the contracts to be awarded during the period of the agreement, in particular regarding price.

The intention was to undertake a review of the delivery of the programme in preparation for re-commissioning and re-procurement during the current academic year 2020-21. However, this was unable to take place because of the impact of the Covid-19 pandemic on the delivery of the programme, the consequent availability of relevant staff and internal discussions regarding the future of the programme going forward. As a result, the timeline attached to the planned review has had to be re-configured. In pursuit of this a working party has been established comprising senior operational managers, headteachers (both primary and secondary) and officers from Commercial Services. The intention is to shape the requirement for provision that will better meet the needs of children within the city who would benefit from a period of alternative curriculum in order to be able to e-engage with mainstream learning and thereafter to scope the subsequent commissioning and procurement strategy to have provision in place ready for delivery from September 2022. The proposals specific to this seeking authority to proceed will be the subject of a separate report to the Co-operative Executive at some later point.

Therefore, to facilitate this process it is necessary for officers to seek permission to establish a new framework for the delivery of Alternative Provision for the coming academic year, September 2021 – July 2022.

2. HOW DOES THIS DECISION CONTRIBUTE?

- 2.1 The AP framework gives Headteachers an option to provide alternative education provision for vulnerable pupils who find it difficult to engage with mainstream school.

The proposal allows for continuance of the existing delivery arrangements

pending a review of the delivery of alternative curriculum, to determine how best to meet the needs of those children in city schools who find it difficult to engage with mainstream learning so that they can return to mainstream education and maximise their personal life chances for the social and economic betterment of the city.

3. HAS THERE BEEN ANY CONSULTATION?

- 3.1 Secondary Inclusion Panel, Learn Sheffield, Access and Inclusion and Lifelong Learning

4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION

4.1 Equality of Opportunity Implications

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

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

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

An Equality Impact Assessment has been carried out and highlights that that the extension of the current provision enables continuous provision to be available to some particularly vulnerable young people until the new arrangements are in place from September 2022.

4.2 Financial and Commercial Implications

- 4.2.1 Pupils will be referred to alternative provision by either their school or the Council service, which is currently engaged with securing their education, for example if they are “missing from education” or new arrivals to the city not yet assigned to a school roll. As indicated above the framework will be demand led and managed by Sheffield City Council.

The total value of the call-off contracts granted because of further

competitions under the proposed framework arrangements is estimated to be c. £750,000 for the academic year 2021-22 spread over several providers. However, this figure will be subject to demand from schools and Council services.

The service is purchased by schools and other Council services on the basis of a pre-determined tariff and therefore is self-funding. An amount of £2- £7 per pupil per day is levied from the fee charged to fund contract management, quality assurance, health and safety monitoring and the referral team which works with schools to place a child in appropriate provision.

In order to ensure compliance with Contract Standing Orders and the Public Contracts Regulations 2015, the Council will accept the use of previous competitive tender data and resultant outcomes (relating to the 2017 procurement which established the existing framework) to enable the Direct Award to incumbent Framework providers. This is achievable on the basis and utilisation of:

- Identical specification to the current framework, and
- Identical terms and conditions to the current framework.

This is based on a commercial vehicle permissible under the Light Touch Regime, Regulations 74 - 76 of the Public Contract Regulations 2015.

A procurement strategy has approved a direct award to a new framework.

It is also recommended that when the new framework is established, the framework is opened to allow the undertaking of further competitions to award call-off contracts within the academic year 2021-22.

4.3 Legal Implications

- 4.3.1 Local authorities have a duty under s19 Education Act 1996 to arrange suitable full-time education for permanently excluded pupils, and for other pupils who, because of illness or other reasons, would not receive suitable education without such provision. The creation of an AP framework agreement facilitates the fulfilment of this legal duty.

Save in exceptional circumstances, Regulation 33(3) of the Public Contracts Regulations 2015 limits the term of a framework agreement to 4 years. This limit will be reached in July 2021 and the proposal to enter into a new, 1 year, framework agreement will allow the Council to undertake its delayed programme delivery review. There is no minimum limit to a framework agreement.

The proposal to undertake a procurement process under the Light Touch Regime, provided that the total value of the call-off contracts do not exceed **£663,540** - on identical terms and conditions, based on 2017 competitive tender data, satisfies both the Public Contracts

Regulations 2015 (Regulations 74-76) and the Council's Contracts Standing Orders.

4.4 Other Implications

- 4.4.1 AP providers on the SCC framework are contracted to work with schools, undertake health and Safety visits, DBS checks, and COVID Risk Assessments, including quality improvement inspections.

5. **ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 There is a risk associated with not regulating the use of Alternative Provision in the secondary sector, specifically secondary schools will continue to use providers which have not been subject to prior due diligence and on-going contract management. Pupils will not receive a planned programme with clear learning outcomes.

6. **REASONS FOR RECOMMENDATIONS**

- 6.1
- A framework will ensure the consistency of quality of Alternative Programme provision for schools, regulates costs and provide a uniform, coherent approach for the city
 - It provides an opportunity to develop and provide appropriate AP programmes to all secondary school pupils who would benefit from it.
 - It provides an opportunity to develop intervention programmes where Alternative Programme providers can support vulnerable pupils' reintegration into a mainstream school-based curriculum and result in better learning outcomes.

An Alternative Provision framework can provide vital data for the city as a whole and individual schools relating to cohort characteristics and needs; the take up of provision; progress tracking of individuals and groups; and achievement of learning outcomes thereby contributing to planning and continuous improvement.