

Economic and Environmental Wellbeing Scrutiny and Policy Development Committee

Wednesday 10 July 2013 at 4.45 pm

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

The Press and Public are Welcome to Attend

Membership

Councillors Cate McDonald (Chair), Ian Auckland (Deputy Chair), Trevor Bagshaw, Alison Brelsford, Jayne Dunn, Terry Fox, Steve Jones, George Lindars-Hammond, Alf Meade, Joe Otten, Tim Rippon, Ian Saunders and Steve Wilson

Substitute Members

In accordance with the Constitution, Substitute Members may be provided for the above Committee Members as and when required.

PUBLIC ACCESS TO THE MEETING

The Economic and Environmental Wellbeing Committee exercises an overview and scrutiny function in respect of the planning, development and monitoring of service performance and other issues in respect of the area of Council activity relating to planning and economic development, wider environmental issues, culture, leisure, skills and training, and the quality of life in the City.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Please note that the gates to the main entrance of the Town Hall will close at 5.45 pm therefore anyone wishing to attend the meeting after this time will have to access the Town Hall by the rear entrance on Norfolk Street.

Members of the public have the right to ask questions or submit petitions to Scrutiny Committee meetings. Please see the Council's website or contact Democratic Services for further information.

Scrutiny Committee meetings are normally open to the public but sometimes the Committee may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last. If you would like to attend the meeting please report to the First Point Reception desk where you will be directed to the meeting room.

If you require any further information about this Scrutiny Committee, please contact Matthew Borland, Policy and Improvement Officer on 0114 27 35065 or [email matthew.borland@sheffield.gov.uk](mailto:email.matthew.borland@sheffield.gov.uk)

FACILITIES

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

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

**ECONOMIC AND ENVIRONMENTAL WELLBEING SCRUTINY AND POLICY
DEVELOPMENT COMMITTEE AGENDA
10 JULY 2013**

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**
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meetings**
To approve the minutes of the meetings of the Committee held on 21st March, 18th and 23rd April (Special) and 15th May, 2013.
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Streets Ahead - Update**
To receive a presentation from Steve Robinson, Head of Highway Maintenance and Graeme Symonds, Amey.
- 8. Revising the Opening Hours of the Household Waste Recycling Centres**
Report of the Executive Director, Place.
- 9. Work Planning 2013/14**
Report of the Policy and Improvement Officer.
- 10. Date of Next Meeting**
The next meeting of the Committee will be held on Wednesday, 11th September, 2013, at 4.45 pm, in the Town Hall.

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

New standards arrangements were introduced by the Localism Act 2011. The new regime made changes to the way that members' interests are registered and declared.

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.

Under the Council's Code of Conduct, members must act in accordance with the Seven Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership), including the principle of honesty, which says that 'holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest'.

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.

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 DPs 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, and has been published on the Council's website as a downloadable document at [-http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests](http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests)

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 Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk

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Economic and Environmental Wellbeing Scrutiny and Policy Development
Committee

Meeting held 21 March 2013

PRESENT: Councillors Helen Mirfin-Boukouris (Chair), Ian Auckland (Deputy Chair), Roger Davison, Bob Johnson, Steve Jones, Alf Meade, Joe Otten, Sioned-Mair Richards, Steve Wilson, Clive Skelton (Substitute Member) and Jillian Creasy

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Terry Fox with Councillor Clive Skelton attending as his substitute.

2. EXCLUSION OF PUBLIC AND PRESS

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

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF THE PREVIOUS MEETING

4.1 The minutes of the meeting of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee held on 17th January 2013, were approved as a correct record and, arising from their consideration, it was noted that the Chair, Councillor Helen Mirfin-Bourkouris, and Councillors Bob Johnson and Steve Jones had joined the Task and Finish Group which would consider the issues involved in parking on dropped kerbs and pavements, and that the Group was to meet on 25th April 2013.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 There were no petitions submitted and responses to public questions were provided as follows:-

(a) the Chair, Councillor Helen Mirfin-Bourkouris, indicated that the question from Mr Peter Hartley relating to the Council's intentions regarding the site of the Castle Market and the area of demolished houses at Skinnerthorpe Road, would be passed to Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development for his attention.

(b) In response to a question from Mr Alan Kewley, relating to

obtaining further information on items on the Cabinet agenda, the Chair agreed to meet with Mr Kewley and Emily Standbrook-Shaw, Policy Officer (Scrutiny), to discuss this issue.

- (c) The Chair hoped that the issues raised in the detailed statement presented to the Committee by Dr Aaron Thierry, Sheffield Campaign Against Climate Change, relating to Climate Change Adaptation, would be covered in the presentation and discussion in the following agenda item (Sheffield Climate Change Adaptation Strategy).

6. SHEFFIELD CLIMATE CHANGE ADAPTATION STRATEGY

6.1 The Committee received a report of the Director of Sustainable Development, on the Sheffield Climate Change Adaptation Strategy, with particular emphasis on managing risks and increasing resilience in the City. This was supplemented by the showing of a short video presentation on climate change, its effects and adaptation measures, and a joint presentation given by Councillor Jack Scott, Cabinet Member for Environment, Recycling and Streetscene, Bernd Hoermann, Sustainable Development Officer, and James Fletcher, Flood Risk Management Team. Also in attendance for this item was Andy Nolan, Director of Sustainable Development.

6.2 In summary, Councillor Scott explained that the object of the presentation was to outline the issues relating to climate change, mitigation and adaptation, and consider the challenge to Sheffield and the City's exposure.

6.3 Members made various comments and asked a number of questions in relation to the report and presentations, to which responses were provided as follows:-

- The Flood Wardens' role was about communication, with an important part of this being the keeping of records of those who were vulnerable. They may also hold resources such as sandbags.
- There were a large spectrum of views in the environmental lobby and it was hoped to encompass these in the Council's planning policies.
- It was important to remember that climate change was caused by individual acts and that the cumulative actions of individuals could contribute to mitigating this.
- The sewerage and drainage system in the City had been developed over 100 years and there had been significant investment by Yorkshire Water in the 1980's and 90's. The

drainage system in the Don Valley had a large capacity and storm water overflowed into this. This and the reservoirs above Sheffield were used to prevent the City flooding. A water and 5 year asset management programme for the City had been approved by OFWAT (Water Services Regulation Authority).

- It was felt that the utilities had now developed an increasing awareness of their vulnerability in relation to flooding.
- The issues relating to the heating of the Town Hall were recognised.
- The role for public agencies was to promote good environmental behaviour and the collective value of lots of small mitigating actions should be acknowledged. The Council had opportunities available to it like no other organisation in that it could consider long term issues and the bigger picture, including complex land management issues. Larger private sector organisations needed to develop their own strategies, but there was an accountability issue here.
- The free insulation scheme was a good example of an action which the Council could take to mitigate climate change.
- The Council was continuing to plant trees and was now maintaining them in a better manner.
- In relation to district energy, the Council were working with Veolia and E-on and looking at the social housing stock to see what could be done.
- It was acknowledged that better use needed to be made of the Peak Park in combating climate change.
- It was necessary to adopt a more regional approach in relation to waste management and consideration was being given to the sharing opportunities provided by the energy recovery facility.
- It was accepted that the submitted report did not include much on the social justice aspects regarding climate change.
- Food planning needed to be more ambitious both in international terms and in relation to food banks.
- The Sustainable Development Team would now operate as a revamped function.
- Work was being undertaken with the Joseph Rowntree Foundation on the impacts of climate change on the vulnerable

and it was hoped that a report on this would be produced within the next 2 months, which would then provide a platform for development work. There was also a project being undertaken through the Core Cities group which used the Council's data sets to focus on the vulnerable. A report on this was expected in a months' time, following which actions relating to Sheffield could be explored.

- The possibility of climate change causing a serious high impact event provided a challenge to people's way of life and to the City, so a unique and unified direction was required. It should be borne in mind that actions today would have repercussions in the future but, nevertheless, people should be exhilarated and excited by the challenge presented. It was estimated that the 2007 flood had cost £135m and evidence was still being gathered to properly assess this. The Council was working with the Government in this regard and it was a challenge to argue the case for a fair share of the resources available. The effect of a serious high impact event on those in poor health needed to be considered, as did the water system's ability to deal with both flood and drought.
- It was important to enable choices to make people more adaptable, for instance in terms of walking and using public transport. Issues could arise if people were not presented with such alternatives.
- Windmills were 30% more efficient than any other way of harnessing wind power.

6.4 RESOLVED: That the Committee:-

- (a) thanks Councillor Jack Scott, Cabinet Member for Environment, Recycling and Streetscene, Andy Nolan, Bernd Hoermann and James Fletcher for their contribution to the meeting;
- (b) notes the contents of the report, presentations and responses to questions; and
- (c) requests that (i) the Director of Sustainable Development investigates what actions were being taken by the Local Enterprise Partnership and Local Authorities in the City Region to combat the effects of climate change and that the outcome of these investigations be considered for inclusion in the Sheffield Climate Change Adaptation Strategy; and (ii) a further report on the Sheffield Climate Change Adaptation Strategy, to include the more human elements of the effects of climate change and the outcome of the work being undertaken by the Joseph Rowntree Foundation on the impact of climate change on vulnerable individuals, be presented to a future meeting of the Committee.

7. BUSINESS FRIENDLY COUNCIL - ACCESS TO FINANCE

- 7.1 Kevin Bennett, Creative Sheffield, gave a presentation on Access to Finance for Business, in preparation for a discussion with business representatives which was to take place at a forthcoming meeting of the Committee. The presentation covered the national perspective and response, together with the local response and initiatives and lessons and challenges. Also in attendance for this item was David Campbell-Molloy, Creative Sheffield.
- 7.2 A brief discussion then took place as to how the forthcoming meeting was to be managed with Members suggesting that they should adopt a listening role, consider how the average person could be assisted and see what could be done to improve the flow of capital and encourage business. The importance of getting business representatives with different experiences in obtaining finance, to attend the meeting, was also emphasised.
- 7.3 **RESOLVED:** That the Committee notes the information reported in preparation for the forthcoming meeting with business representatives on 18th April 2013.

8. WORK PROGRAMME AND FORWARD PLAN

- 8.1 The Policy Officer (Scrutiny) submitted the Committee's Work Programme for 2013/14 and the Forward Plan for the period 1st March 2013 to 30th June 2013, for consideration.
- 8.2 **RESOLVED:** That:-
- (a) the contents of the Committee's Work Programme 2013/14 be approved subject to:-
 - (i) the Sheffield City Region Investment Fund being considered as part of the City Deals item scheduled for late 2013; and
 - (ii) food banks being considered as part of the Sheffield Food Plan item at a future Committee meeting; and
 - (b) the Forward Plan for the period 1st March 2013 to 30th June 2013, be received and noted.

9. DATE OF NEXT MEETING

- 9.1 The next meeting of the Committee would be the Special Meeting with Business Representatives, to be held on Thursday, 18th April 2013, at 2.00 pm, in the Town Hall.

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SHEFFIELD CITY COUNCIL

**Economic and Environmental Wellbeing Scrutiny and Policy Development
Committee**

Meeting held 18 April 2013

PRESENT: Councillors Helen Mirfin-Boukouris (Chair), Ian Auckland (Deputy Chair), Roger Davison, Terry Fox, Neale Gibson, Steve Jones, Alf Meade, Sioned-Mair Richards and Steve Wilson

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Jillian Creasy and there was no nominated substitute.

2. EXCLUSION OF PUBLIC AND PRESS

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

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. PUBLIC QUESTIONS AND PETITIONS

4.1 There were no public questions or petitions.

5. DISCUSSION WITH BUSINESS REPRESENTATIVES - ACCESS TO FINANCE

5.1 The Committee received a report of the Policy Officer (Scrutiny) on Access to Finance for Businesses, to which was appended a briefing presentation which the Committee had received at its meeting on 21st March 2013.

5.2 Attending for this item were Kevin Bennett and David Campbell-Molloy, Creative Sheffield. Businesses representatives in attendance were Julia Gash, Bag It Don't Bin It; Amanda Perry, Fancie; Terry Lee, EE Ingleton Engineering; Alex Gunn, Bike Rehab and Amy Farry, Ginger Media.

5.3 Each of the business representatives introduced themselves, providing brief information on their business and commenting on problems which they had experienced and how these had been resolved. The representatives particularly focused on access to finance but specific reference was made to the use of internships and the way in which the Council's Business Rates Department had dealt with a particular issue.

5.4 Following this, Members made various comments and asked a number of questions, to which responses were provided as follows:-

- The Council had set up First Point for Business which was a telephone number where businesses could obtain information on Council issues which affected businesses. There had been some promotion of this service, but further work was required as the business representatives present were not aware of it. The Welcome to Sheffield website provided details of business support services and this had been launched through Marketing Sheffield but again, this clearly required some publicity. It provided information for investors, start-up businesses and those looking to grow.
- The training offered by the Santander bank was available to those who were not its customers.
- The lack of business networking opportunities in Sheffield made establishing contacts and the exchange of ideas more difficult.
- Consideration was being given to implementing a mentoring programme, an entrepreneur exchange and ways in which the First Point for Business service could be developed.
- There was evidence to suggest that certain banks would not work with businesses which had a turnover below a certain level.
- The Santander women's leadership course offered business networking opportunities. It would be helpful if there were similar opportunities available in Sheffield.
- The business representatives would never have considered approaching a Councillor to resolve any Council related business issues.
- The business representatives would be happy for Councillors to visit their businesses.
- If the banks were not lending, it may cause businesses to resort to desperate measures and become involved with the lower end of the financial market.
- Businesses may find it useful to invite their Bank Manager to visit their premises, on perhaps an annual basis.
- Established businesses were more able to afford to pay interest on business loans, so any help in this respect should be focused on start-up companies.
- About 3 or 4 years ago the Council hosted networking events with the focus being on start-up businesses and it may be that the more established businesses were lost sight of in the process.
- As a business friendly Council, it was important to ensure that any services provided to business operated in a joined up manner.

5.5 RESOLVED: That the Committee:-

- (a) thanks the business representatives and officers for their contribution to the meeting and notes their comments;
- (b) requests that the Policy Officer (Scrutiny) writes to the Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development, to summarise the Committee's recommendations and suggestions made in relation to:-
 - (i) Businesses' experience with the Council's Business Rates Department and Bailiffs and the possibility of the Committee undertaking a Scrutiny exercise with regard to the Council's use of Bailiffs;
 - (ii) The fragmented nature of advice and support for business;
 - (iii) The potential for the Council to facilitate business networking opportunities;
 - (iv) Actions which the Council could take to promote fairer access to paid work placements and internships; and
 - (v) The role of Councillors in working with local businesses, particularly in relation to accessing Council services; and
- (c) requests that Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development's, response to the above be communicated to the business representatives present at the meeting.

6. WORK PROGRAMME AND FORWARD PLAN

6.1 The Policy Officer (Scrutiny) submitted the Committee's Work Programme for 2013/14 and the Forward Plan for the period 3rd April 2013 to 31st July 2013, for consideration.

6.2 RESOLVED: That:-

- (a) the contents of the Committee's Work Programme 2013/14 be approved subject to consideration being given to the inclusion of an item providing an update on the new Market on the Moor; and
- (b) the Forward Plan for the period 3rd April 2013 to 31st July 2013 be received and noted.

7. DATE OF NEXT MEETING

- 7.1 The next meeting of the Committee would be the Special meeting to consider the call-in of the Cabinet decision on the modernisation of the Planning and Highways and Cabinet Highways Committees, and the call-in of the Cabinet decision on Rural Broadband, to be held on Tuesday, 23rd April 2013 at 10.00 am in the Town Hall.

SHEFFIELD CITY COUNCIL

**Economic and Environmental Wellbeing Scrutiny and Policy Development
Committee**

Meeting held 23 April 2013

PRESENT: Councillors Helen Mirfin-Boukouris (Chair), Ian Auckland (Deputy Chair), Roger Davison, Neale Gibson, Bob Johnson, Steve Jones, Alf Meade, Joe Otten, Sioned-Mair Richards, Steve Wilson and Geoff Smith (Substitute Member)

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Terry Fox and Councillor Geof Smith attended the meeting as the duly appointed substitute.

2. EXCLUSION OF PUBLIC AND PRESS

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

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. PUBLIC QUESTIONS AND PETITIONS

4.1 There were no public questions or petitions.

5. CALL-IN OF CABINET DECISION ON RURAL BROADBAND

5.1 The lead signatory to the call-in was Councillor Trevor Bagshaw and the co-signatories were Councillors Alison Brelsford, Joe Otten, Roger Davison and David Baker.

5.2 The Committee scrutinised the decision of Cabinet at its meeting held on 20 March 2013 which pledged to support rural communities to find appropriate solutions to issues related to broadband access and considered a report of the Chief Executive submitted to that meeting.

5.3 Cabinet:-

(a) recognised the importance of usable broadband access to the wellbeing of Sheffield's rural communities;

(b) noted that capital investment from Sheffield City Council is unlikely to be cost effective in delivering a solution;

(c) therefore, agreed that the City Council will support rural

communities to find appropriate solutions where communities:-

- Demonstrate demand;
- Are willing to come together and form community groups across rural Sheffield with other rural communities with similar needs (thus making solutions viable for internet providers); and
- Engage with Sheffield City Council through the locality management team (subject to resources), locality lead directors and other partners in the City to devise locally-appropriate solutions.

5.4 Attending the meeting for this item were Councillor Bryan Lodge (Cabinet Member for Finance and Resources) and Laurie Brennan (Policy Officer).

5.5 Reasons for Call-In

Councillor Trevor Bagshaw outlined his reasons for call-in was to have a wider public discussion on the issues raised at the Council Meeting which agreed the original notice of motion. The content of the report to Cabinet was significant for a large number of people across the City and he was seeking additional recommendations to deliver a result to many people who were disadvantaged by lack of access to broadband.

Councillor David Baker added that he was concerned about the issue of access to broadband for rural communities. The resolution from Cabinet seemed to be suggesting communities needed to come together to demonstrate need and they had already been doing this for some considerable time. He was concerned about how the Council could draw together the information which was already out there to demonstrate need.

Councillor Joe Otten commented that he was disappointed that the report didn't appear to outline much activity on behalf of the Council to assist rural communities. He appreciated advances in technology but commented that even five year old technology would be a step forward for some. There were opportunities to bid for funding which the Council appeared to be ignoring and fair access to broadband was vital to the regional economy.

Councillor Roger Davison added that he wanted to ensure fair access to broadband and speedy broadband across the City.

5.6 Public Questions

Mel Smart, a resident of Dungworth, commented that she felt she was discriminated against. No other communities had been asked to prove the level of take up for broadband if it were to be offered. The City Centre had superfast broadband. She believed that the money was

being spent on improving speeds for those who had access to broadband and not on those who did not have access.

- 5.7 Councillor Bryan Lodge, Cabinet Member for Finance and Resources, responded that the Cabinet report had been a response to a motion agreed at Full Council directing the Chief Executive to bring a report to the Council's Cabinet detailing progress in delivering broadband for rural communities and setting out future steps the Council can take to ensure access is fully rolled-out.
- 5.8 Councillor Lodge believed that it was difficult for Local Authorities as this was essentially a matter for private companies. However, the report stated that the Council would facilitate communities to come together to develop solutions. It was wrong to assume that everyone had access to superfast broadband in the City. He acknowledged the difficulties experienced in rural communities but there were examples of communities working together to develop solutions such as at Robin Hood Bay.
- 5.9 Councillor Lodge further commented that he believed that it was difficult to argue the case that the demand was there in rural communities as the Northern Community Assembly Plan did not highlight this as a priority in the area.
- 6.0 Laurie Brennan, Policy Officer, added that the Sheffield was a diverse City geographically and different solutions worked for different areas. The 4G rollout was currently taking place nationally and offered a better solution than cable broadband and this may be a solution for rural communities in the future.
- 6.1 Questions and comments were then made by the signatories to the call-in. Councillor Trevor Bagshaw commented that he was concerned that the Council and British Telecom (BT) had several times explored and evidenced the problems and this has not been communicated with communities. The report did not offer any active solutions to the problems. The Northern Community Assembly had funded a comprehensive review of economy issues within their area and had requested the Lead Director for the assembly to report back on local residents views of the problems. This had not happened which was why the notice of motion was brought to Council. There was a need for joined-up working at City Region level to access the funding available.
- 6.2 Councillor Bagshaw further raised the issue of schools and pupils such as those at Bradfield School being disadvantaged as a large part of their curriculum relied on children having access to the internet. Schools should consider becoming community hubs to allow their pupils to gain access to the internet outside of normal school hours.
- 6.3 Councillor Lodge commented that if a school wished to become community hubs that was an issue for the school itself and its

governors. However, this was a good example of possible solutions to problems in rural areas.

6.4 Councillor David Baker commented that he welcomed the idea of mobile phone technology being a possible solution for the future. However, this would not necessarily provide all services for the user. He then asked if the administration would collate all the information available and how they would proactively work with the communities to find solutions?

6.5 Laurie Brennan responded that the information would be collated and requested any information that local Members had be passed to him. Councillor Lodge stated that local Members should act as a conduit and the Council could then investigate a solution for that area or facilitate a meeting if necessary.

6.6 Councillor Roger Davison commented that it was important that the administration outlined what they were going to do and how they were going to do it and demonstrate that something had been done.

6.7 Members then asked a number of questions and officers responded as follows:-

- BT had specifically invested in 4G technology to offer Wi-Fi technology. This would be high speed not superfast.
- The report commissioned by the Northern Community Assembly set out the economic potential within rural areas.
- The issue around schools and the requirement to access the internet to complete homework was a broader issue which needed to be raised with the Cabinet Member for Children, Young People and Families.
- Peak District National Park Authority had non-Member status on the City Region Authority and the Council could liaise with them as to broadband issues within the Sheffield boundary of the Peak Park.
- If the Council was able to gauge the level of need across the City, discussions could be held with partners to find affordable solutions.
- If any local Member was aware of any communities who had identified need and were seeking Council support they should draw this to the attention of the Cabinet Member.

Members of the Committee then made a number of comments as follows:-

- 4G would present part of the solution, depending on affordability.

- The problem was a City Region one and not just a City Council one.
- To address the problem may need the erection of masts which brought its own issues.
- IT was now seen as necessary for everything we do and IT poverty affected people in many different ways. A holistic strategy was needed to address the problems.
- Private companies inevitably required a return on their investment and the role of the Council was to act as a mediator between companies and local communities.

In conclusion, Councillor Bryan Lodge stated that the costs of signing up to Digital Region had proved prohibitive for many. A broader Digital Strategy was currently being worked on and the comments made at the meeting today would be fed into that. The Cabinet report being published and local Members being aware of the issues within communities would hopefully facilitate action. He was confident that affordable solutions were there and it would be a decision for individual companies what to provide.

RESOLVED: That this Scrutiny Committee:-

(a) agrees to take no further action in relation to the called-in decision;

(b) requests that a report be submitted to the September meeting of the Committee outlining progress made in facilitating communities to work together to develop local solutions;

(c) requests that the Children, Young People and Families portfolio actively engage with work being carried out around digital inclusion, and seek solutions to assist those pupils who are disadvantaged by lack of access to broadband; and

(d) requests that the relevant Cabinet Member raise the issue at City Region level.

6. CALL-IN OF CABINET DECISION ON THE MODERNISATION OF THE PLANNING AND HIGHWAYS AND CABINET HIGHWAYS COMMITTEES

- 6.1 The lead signatory to the call-in was Councillor Ian Auckland and the co-signatories were Councillors Joe Otten, Roger Davison, Colin Ross and Andrew Sangar.
- 6.2 The Committee scrutinised the following decision of Cabinet, at its meeting held on 20 March 2013, to change the delegation for highways decisions and also a

report of the Executive Director, Place submitted to that meeting.

6.3 RESOLVED: That Cabinet:-

(a) adopts Option 1 within the report and recommends to the Leader that she amends her Scheme of Delegation to record the fact that decisions reserved to the Cabinet Highways Committee are also reserved to an Individual Cabinet Member and to reflect the proposals in Appendix A regarding increased officer delegations; and

(b) authorises the Director of Development Services, in consultation with the relevant Cabinet Member and Director of Legal Services, to make the practical arrangements necessary to introduce the new executive transport and highways decision making arrangements following amendment of the Leader's Scheme as proposed above.

6.4 Attending the meeting for this item were Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development and John Bann, Head of Transport, Traffic and Parking Services.

6.5 Reasons for Call-In

Councillor Ian Auckland commented that, in the past, highway decisions had been taken at meetings of the Planning and Highways Boards. Legal advice had suggested that these decisions should be taken at executive level. The Cabinet Highways Committee which was then introduced enabled constituents' involvement through the ability to make representations and enabled decisions to be made more effectively.

Councillor Auckland believed that the proposals would prevent people attending on an ad-hoc basis to draw the attention of Cabinet Members to an area of concern. It was clear that transport matters regularly engaged the public and the proposals seemed to be a step backward from the previous arrangements.

Councillor Auckland further stated that he had called the decision in as he had questions about how the new arrangements would work in practice.

Councillor Colin Ross added that the proposals appeared to be removing an opportunity for the public to interact with the Council. It was not clear from the policy briefing the opposition had received how the new system would operate and he was therefore seeking clarity of this.

6.6 In response, Councillor Leigh Bramall commented that people were living in different times now where levels of public concern were unprecedented. The new system would be the most democratic of all the Core Cities where the majority had a completely delegated process. Councillor Bramall believed that it was important to maintain the right for the public to make representations. Regular scheduled meetings would be maintained.

6.7 Members of the public would be required to pre-register to make representations

and this could be done up to 24 hours prior to the meeting. If there was a substantial level of public interest a meeting of the full Cabinet Highways Committee could be called.

6.8 If members of the public or local Councillors had questions about an issue or a scheme they could contact Councillor Bramall outside of the meeting or through other avenues such as Full Council or the Cabinet meeting. He believed that local Ward Members would be given a greater opportunity to be involved in the process than previously. The Cabinet Advisor would attend meetings along with the Cabinet Member to provide advice where needed.

6.9 Questions were then asked from signatories to the call-in and responses were provided as follows:-

- Meetings of the Committee will still be held in public. If there was a particular contentious item the Cabinet Member may decide to call a meeting of the Cabinet Highways Committee.
- Members of the public who pre-registered to speak at the meetings would not be required to disclose the nature of their representation prior to the meeting, just that they wished to speak.
- Funding for small schemes had now ended. Schemes put forward by Community Assemblies would be scored based on various criteria and ranked in terms of priority. Local Ward Members could still feed priorities through.
- It was not planned at this stage for meetings to take place in the evenings.

In conclusion, Councillor Bramall stated that the new system would maintain public access to meetings. He did not accept the view that there would be any reduction in the public involvement and it put more responsibility in the hands of local Members to work with their constituents.

RESOLVED: That this Scrutiny Committee:-

(a) agrees to take no further action in relation to the called-in decision; and

(b) requests that a review of the new arrangements be undertaken in a year's time following implementation.

7. DATE OF NEXT MEETING

7.1 The date of the next meeting of the Committee is to be confirmed.

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SHEFFIELD CITY COUNCIL

**Economic and Environmental Wellbeing Scrutiny and Policy Development
Committee**

Meeting held 15 May 2013

PRESENT: Councillors Cate McDonald (Chair), Ian Auckland (Deputy Chair), Alison Brelsford, Jayne Dunn, Terry Fox, Bob Johnson, Steve Jones, George Lindars-Hammond, Alf Meade, Joe Otten, Tim Rippon and Steve Wilson

.....

1. APOLOGIES FOR ABSENCE

1.1 There were no apologies for absence.

2. APPOINTMENT OF CHAIR

2.1 RESOLVED: That Councillor Cate McDonald be appointed Chair of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee and Councillor Ian Auckland be appointed Deputy Chair.

3. TO FIX DAY AND TIME OF MEETING

3.1 RESOLVED: That meetings of the Committee be held as and when required on dates and times to be determined by the Chair.

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Report to Economic and Environmental Wellbeing Scrutiny & Policy Development Committee

Report of: Simon Green

Subject: Revising the Opening Hours of the Household Waste Recycling Centres

Author of Report: Alastair Black, 20 37623

Summary:

The opening hours and days of Sheffield’s Household Waste Recycling Centres were reduced last year to provide a significant saving to the cost of waste services. This report sets out proposals to amend the opening days of some of the sites, reflecting demand across the City.

This report is an Individual Cabinet Member Report to the Cabinet Member for Environment, Recycling and Streetscene for a decision on 3rd July 2013.

Type of item: The report author should tick the appropriate box

Reviewing of existing policy	
Informing the development of new policy	
Statutory consultation	
Performance / budget monitoring report	
Cabinet request for scrutiny	
Full Council request for scrutiny	
Community Assembly request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	X

The Scrutiny Committee is being asked to: Note the report

Background Papers:

- Revenue Budget and Capital Programme Report 2012/13 (Special Council 9th March 2012)
- Review of Household Waste Recycling Centres (Economic and Environmental Wellbeing Scrutiny Committee 20th September 2012)

Category of Report: OPEN



SHEFFIELD CITY COUNCIL

Individual Cabinet Member Report

Report of: Simon Green

Cabinet Portfolio: Cllr Jack Scott, Cabinet Member for Environment, Waste and Streetscene

Date: June 2013

Subject: Revising the Opening Hours of the Household Waste Recycling Centres

Author of Report: Alastair Black, 20 37623

Summary:

The opening hours and days of Sheffield's Household Waste Recycling Centres were reduced last year to provide a significant saving to the cost of waste services. This report sets out proposals to amend the opening days of some of the sites, reflecting demand across the City.

Reasons for Recommendations:

The new opening days will ensure that the service is provided with a more balanced approach across the City with an increase in the available hours to the sites in the south of the City.

Recommendations:

1. Approve the changes to the opening hours and days of the Household Waste Recycling Centres

Background Papers:

- Revenue Budget and Capital Programme Report 2012/13 (Special Council 9th March 2012)
- Review of Household Waste Recycling Centres (Economic and Environmental Wellbeing Scrutiny Committee 20th September 2012)

Category of Report: Open

Statutory and Council Policy Checklist

Financial Implications
YES/NO Cleared by: Chris Nicolson
Legal Implications
YES/NO Cleared by: Amy Oakley
Equality of Opportunity Implications
YES/NO Cleared by: Ian Oldershaw
Tackling Health Inequalities Implications
YES/NO
Human rights Implications
YES/NO
Environmental and Sustainability implications
YES/NO
Economic impact
YES/NO
Community safety implications
YES/NO
Human resources implications
YES/NO
Property implications
YES/NO
Area(s) affected
ALL
Relevant Cabinet Portfolio Leader
Cllr Jack Scott, Cabinet Member for Environment, Waste & Streetscene
Relevant Scrutiny Committee if decision called in
Economic & Environmental Wellbeing
Is the item a matter which is reserved for approval by the City Council?
YES/NO
Press release
YES/NO

Cabinet Member for Environment, Waste and Streetscene.

Revising the Opening Hours of the Household Waste Recycling Centres

1.0 SUMMARY

- 1.1 Following the changes made to the opening hours and days at Sheffield's five Household Waste Recycling Centres in 2012, the report sets out a new proposal to adjust the opening days at three sites.

2.0 WHAT DOES THIS MEAN FOR SHEFFIELD PEOPLE?

- 2.1 The opening days of Household Waste Recycling Centres across the City will be more fairly balanced against demand. This should mean the service is more efficient and a better experience for customers, reducing the need to queue for access at the busiest times.

3.0 OUTCOME AND SUSTAINABILITY

- 3.1 The Household Waste Recycling Centres handle around 26,000 tonnes a year of which approx. 74% is recycled. The volume of waste going through the sites did not change significantly with the reduced opening times implemented last year. The proposals in this report should strengthen the recycling performance at the sites as improvements in the flow of traffic through the sites, i.e. less pinch points of customers queuing for access, will provide more time for the operatives to assist customers in segregating their waste for recycling.

4.0 Background

- 4.1 Sheffield's five Household Waste Recycling Centre's (HWRC) are provided through the Council's 35 year fully integrated waste services contract with Veolia Environmental Services (VES). Currently, the operations of the sites are sub-contracted (to the Green Co. previously known as SOVA), though Veolia remain responsible for this service through the Contract with the Council.
- 4.2 In response to significant cuts in funding from central government, the Council took the decision in May 2011, to reduce the opening days at the Household Waste Recycling Centres by 3 days per week. This enabled the Council to prioritise other front line services. Based on demand, all sites would remain open Friday – Monday with one site open Tuesday, Wednesday and Thursday.
- 4.3 The Council implemented the reduced hours in two separate phases due to the re-tendering of the Management of the sites as explained above. The current opening hours as shown in Table 2 below were implemented on 6th June 2012.

Table 2.

Site	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Beighton Road	Open	Closed	Open	Open	Open	Open	Open
Blackstock Road	Open	Closed	Closed	Closed	Open	Open	Open
Deepcar	Open	Open	Closed	Open	Open	Open	Open
High Green	Open	Open	Open	Closed	Open	Open	Open
Douglas Road	Open	Open	Open	Open	Open	Open	Open

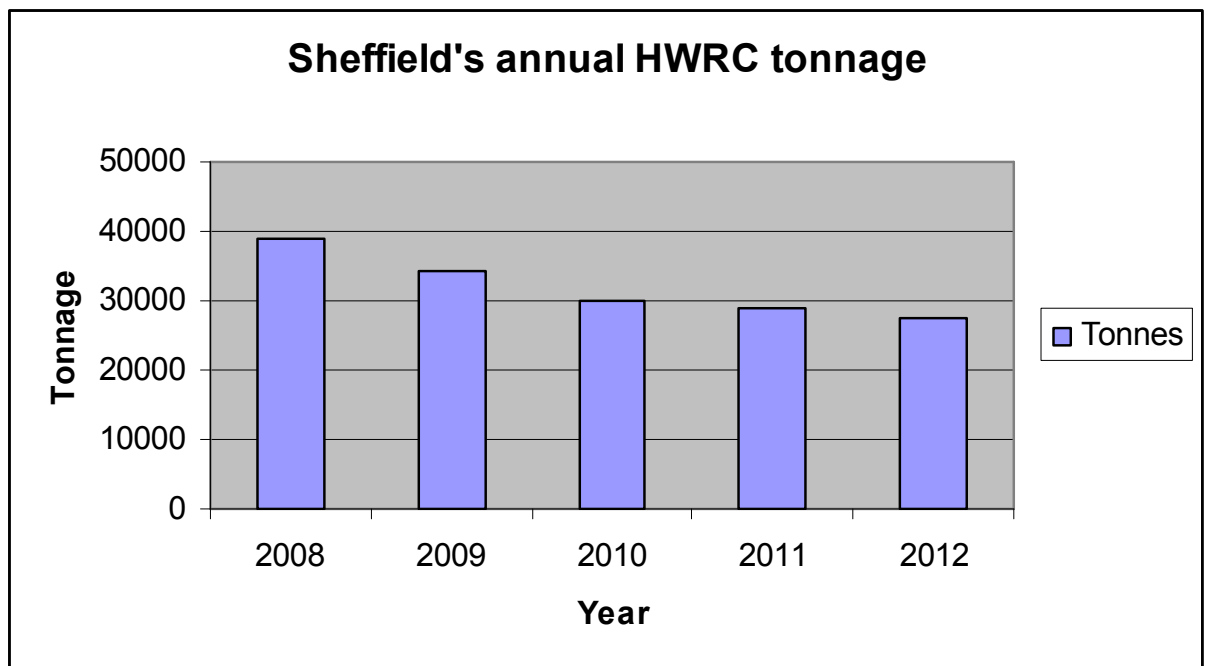
- 4.4 A component part of the re-tender for the operation of the Household Waste Recycling Centres was for the bidder to consider operating one of the sites on a commercial footing, accepting trade waste for recycling and disposal. The successful tenderer

(SOVA/ The Green Co.) nominated the Blackstock Road site as being the most suitable site for this, given the central location and proximity to the City Centre and accordingly would be closed to the public on three days to allow the acceptance of commercial waste with businesses paying to use the site. The Council had specified that trade waste could not be mixed with waste from household customers as the Council would not subsidise the costs of businesses disposing of their rubbish. Unfortunately it hasn't been possible to implement this service, due to the cost, therefore Blackstock Road site has remained closed three days a week.

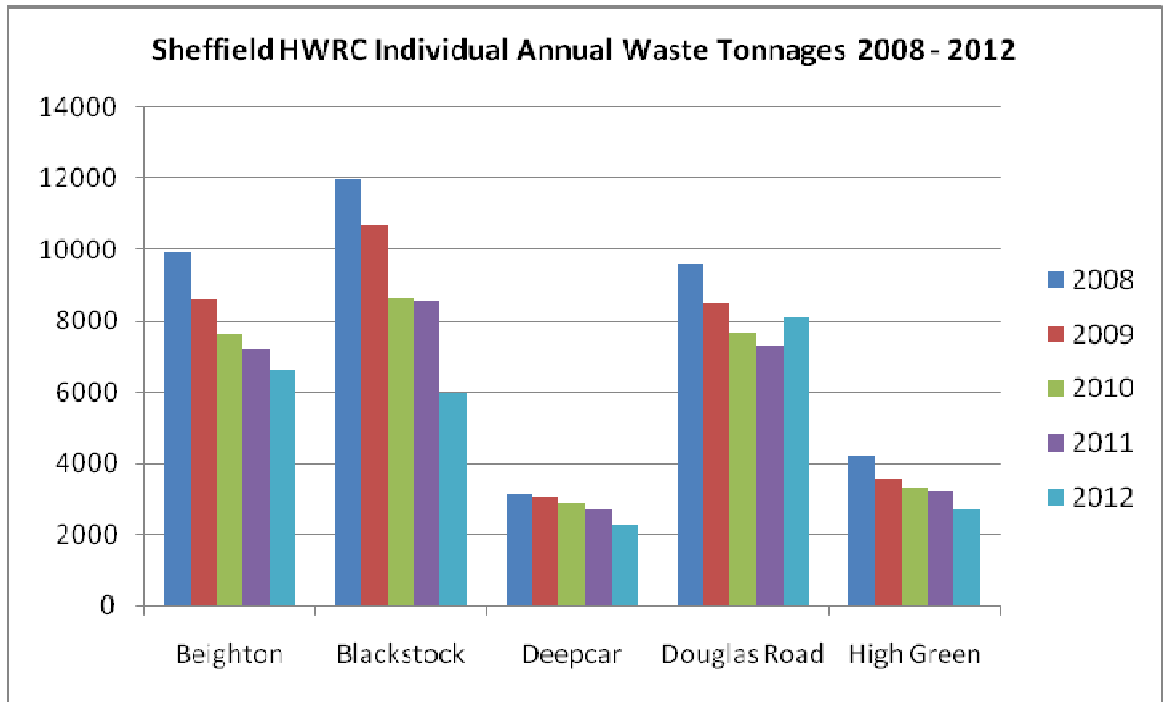
4.5 In late 2012 SOVA Recycling Ltd started to process bulky waste collected by Veolia through the bulky waste collection service. The additional hours in supporting this activity helped mitigate the impact to the workforce of the reduction in site opening hours and were agreed through negotiations facilitated by ACAS. Following a 6 month review of this, SOVA/ The Green Co, Veolia and the Council are in agreement that it is not sustainable to continue with this due to the volume of material and bulky waste will be taken to another transfer facility for processing.

5.0 Current Situation

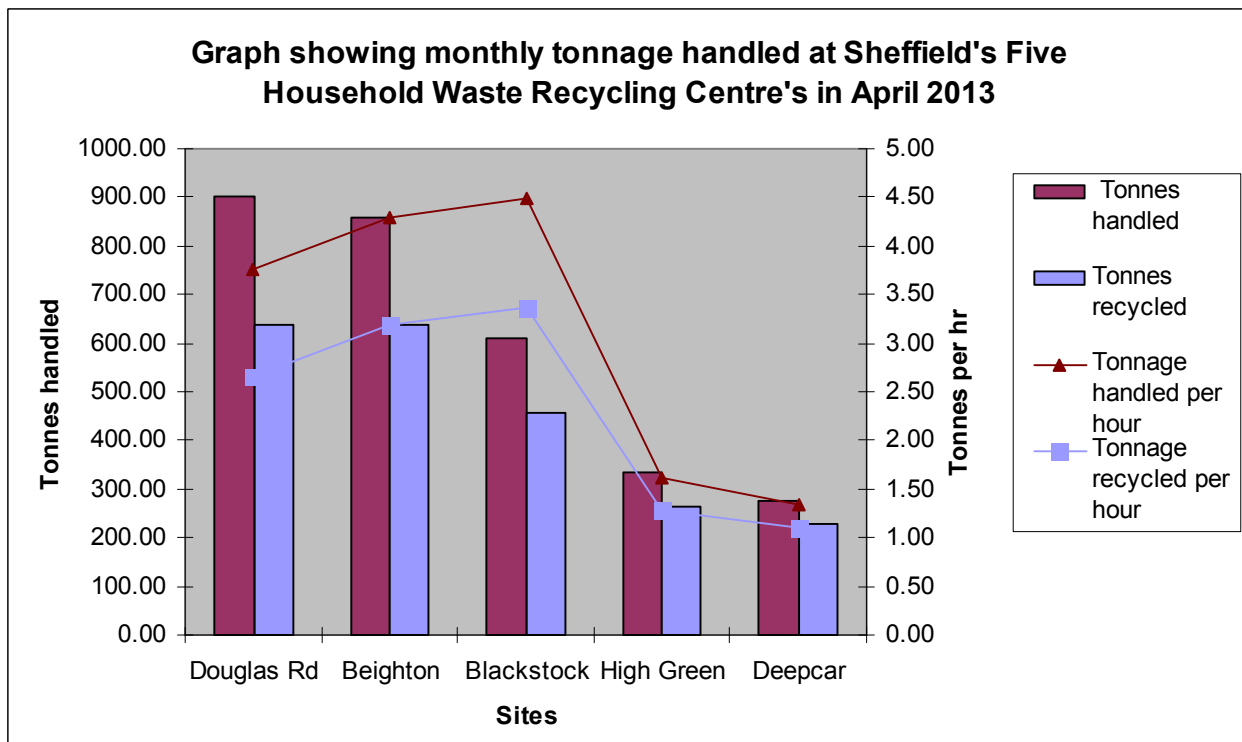
5.1 The amount of waste accepted through the Household Waste Recycling Centres in 2012 was slightly down on 2011 figures, continuing the reduction in tonnage being taken to the sites since 2008. This indicates that while there has been a reduction in opening hours, and some periods of industrial action by the site staff, this hasn't prevented residents from disposing of their waste.



5.2 The tonnage at each site, excluding Douglas Road, has also reduced since 2008. The rise at Douglas Road in 2012 being attributed to the change in operating hours at the other 4 sites. Deepcar is noted to receive the least waste of all five sites with just over 2000 tonnes of material accepted in 2012, which is 3 times less than was accepted at Beighton, even though the sites operate the same opening hours. Blackstock Road accepted only slightly less material than Beighton, even though it is closed two more days a week than Beighton.



5.3 Following the reduction in operating hours, an examination has been made of the average monthly through put of material at each site. The graph below shows that Blackstock Road processed and recycled the most material per hour of all the five sites. In addition, Blackstock Road also handled the same amount of material as the combined amount accepted at Deepcar and High Green, even though it is only open 17 days a month, compared to the two smaller sites that were open 26 days a month each.



5.4 Based on the information available it is proposed to close High Green and Deepcar an additional day a week and open up Blackstock Road an extra two days a week, on a Tuesday and Thursday. Based on the information available, Blackstock will be able to accept the waste displaced when Deepcar and High Green is closed. This change would maximise the use of Blackstock Road, while allowing residents the opportunity to still use Deepcar and High Green at peak times. The hours would remain the same, 10am to 6pm in the summer and 10am to 4pm in the winter. See Table 3.

Table 3.

Site	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
Beighton Road	Open	Closed	Open	Open	Open	Open	Open
Blackstock Road	Open	Open	Closed	Open	Open	Open	Open
Deepcar	Open	Closed	Closed	Open	Open	Open	Open
High Green	Open	Open	Closed	Closed	Open	Open	Open
Douglas Road	Open	Open	Open	Open	Open	Open	Open

6.0 Legal Implications

6.1 While Sheffield City Council has a legal requirement to provide a Household Waste Recycling Centre (HWRC) service, there is no statutory minimum level of provision that needs to be provided. Therefore it is a matter for local judgement and decision making as to how many sites there should be as well as the days and times of opening. There are no contractual implications between the Council and Veolia affected by this change or any employment consequences for Green Co. As such there are no legal implications arising from this report.

7.0 Financial Implications

7.1 The changes have a neutral impact on the Council's budget for providing this service as the cost to open Blackstock Road for an additional two days a week would be off set by the additional two day closure at High Green and Deepcar, along with the ending the bulky waste processing at Douglas Road.

8.0 Equality Implications

An equality impact assessment has been carried out which indicates there are no equality issues as the service is still available to residents 7 days a week.

9.0 ALTERNATIVE OPTIONS CONSIDERED

9.1 The alternative options considered are limited as there is no budget to increase the availability of the service in the south of the City, therefore any changes need to come within the existing budget. Therefore the only other viable option would be to carry on without any changes.

10.0 REASONS FOR RECOMMENDATIONS

10.1 Allows for the service to be delivered in a more balanced approach across the City, allowing for a site to be available in the South of the City 7 days a week, while still allowing for residents in the North of the City the opportunity to use a site 7 days a week.

11.0 REASONS FOR EXEMPTION (if a Closed report)

11.1 N/A

12.0 RECOMMENDATIONS

12.1 That the report and its recommendation, to close Deepcar and High Green an additional day a week each and open Blackstock Road an two additional two days a week is approved.

Alastair Black
Waste Strategy Officer
June 2013

SHEFFIELD CITY COUNCIL

Decision by an Individual Cabinet Member

1	Report Author (the Senior Responsible Officer (SRO) - Head of Service or Director):	Gillian Charters, Head of Waste Management	
2	Subject Matter:	Revising the Opening Hours of the Household Waste Recycling Centres	
3	Decision Maker (Name of Cabinet Member):	Cllr Jack Scott	
4	Cabinet Portfolio:	Cabinet Member for Environment, Waste & Streetscene	
5	Decision to be Taken:	Approving the revised Opening Hours of the Household Waste Recycling Centres	
6	Reason for the Decision (to show that relevant issues have been taken into account and irrelevant issues have been disregarded):	See Attached Report	
7	Category of Report:	OPEN/CLOSED (delete as appropriate)	
If closed, approved by: <i>In making this exemption, I have considered the presumption in favour of disclosure of information contained in the Freedom of Information Act, but consider that the public interest in maintaining the exemption outweighs the public interest in disclosing this information. The reasons for this are attached to this report.</i> <i>Note: the decision not to disclose the information below should be taken by the member of EMT who approved submission at 14, below.</i>		Name: Position:	
8	Is this a Key Decision? (tick ✓ one box) A key decision is defined as part () of the Constitution. All key decisions <u>must</u> be included on the Forward Plan.	Yes (if ticked, complete 9 & 10) <input type="checkbox"/>	<input checked="" type="checkbox"/>
		No (if ticked, proceed to 11)	
9	Date added to Forward Plan. The Forward Plan is maintained by Democratic Services and overseen by EMT. It is a statutory document which is published on the 15 th of every month and sets out the important decisions to be made in the following 4 months of the year	29 th May 2013	
10	Date the Report and Background Papers were sent to Democratic Services for publication in accordance with Access to Information Rules. All proposed Individual Member key decisions <u>must</u> be publicised on the Council's website, 5 clear working days before the decision is made.		
11	Does the matter cut across any other Cabinet Portfolios? (tick ✓ one box)	Yes (if ticked go to 12)	
		No (if ticked go to 13)	<input checked="" type="checkbox"/>
12	Which Other Portfolios are affected?	None	
13	Relevant departments consulted and comments incorporated/additional forms completed/EIA completed Tick ✓ as required	Finance	<input checked="" type="checkbox"/>
		Legal	<input checked="" type="checkbox"/>
		Commercial	<input type="checkbox"/>
		HR	<input type="checkbox"/>

	Equalities	<input type="checkbox"/>
	P&FM	<input type="checkbox"/>
	Other (Please specify)	<input type="checkbox"/>

14 The appropriate SRO certifies that all necessary approval has been obtained in respect of Financial, Legal, HR, Commercial, Property and Equalities implications and that this Report has been approved for submission to the Cabinet Member by a member of Executive Management Team; in addition, any additional forms have been completed and signed off as required at 13.

Signed: Print Name:	Position: Date:
EMT member who approved submission:	

15 **Confirmation of Cabinet Member Decision**
This is an individual Cabinet Member decision, made in accordance with the Leader's Scheme of Delegation of Executive Functions.
I confirm my decision as set out above. If relevant, I have completed the section 17 below titled 'Declaration of Personal Interests.'

Cabinet Member's Signature: Print Name:	Cabinet Portfolio: Date and Time:
--	--------------------------------------

16 **Confirmation of Agreement by other Cabinet Members whose Portfolios are affected by the Decision**
I/We confirm my/our consent to the decision, as set out above, being made.
 Add as many lines below, as necessary.

Cabinet Member's Signature: Print Name:	Cabinet Portfolio: Date and Time:
Cabinet Member's Signature: Print Name:	Cabinet Portfolio: Date and Time:

17 **Declaration of Personal Interests**
The Cabinet Member making this decision must insert details here of all Cabinet Members (if any) consulted by him/her, including details of any conflicts of interest declared by consultees, and any dispensations granted by the Standards Committee to any conflicts of interest so declared:

Cabinet Member:	Declaration: None/Stated here
Cabinet Member:	Declaration: None/Stated here
Notes:	
Background Papers:	

When all the necessary signatures have been obtained, this document should be delivered IMMEDIATELY to Democratic Services, Modern Governance, Room G13, Town Hall for publication.

PLEASE NOTE THIS DECISION CANNOT BE IMPLEMENTED UNTIL IT HAS BEEN PUBLISHED IN ACCORDANCE WITH THE ACCESS TO INFORMATION RULES AND THE RELEVANT PERIOD FOR CALL IN OF THAT DECISION HAS EXPIRED

Date Received by Democratic Services

Signature Date:
 (Democratic Services Officer)

Print Name

SHEFFIELD CITY COUNCIL

INDIVIDUAL CABINET MEMBER DECISION RECORD

The following decision was taken on _____ by the Cabinet Member for Cabinet Member for Environment, Waste & Streetscene

*Date notified to all Members: _____ – *must be within 2 working days of the decision being made]*

*The end of the call-in period is 4.00 pm _____ *ie 4 working days after publication of the decision].*

*Unless called-in, the decision can be implemented

* To be completed by Democratic Services

1. **TITLE**

Waste Collection; Policy for Charging from non domestic premises

2. **DECISION TAKEN**

- (a) The revised opening hours are approved.
(b)

3. **Reasons For The Decision**

Allows for the service to be delivered in a more balanced approach across the City, allowing for a site to be available in the South of the City 7 days a week, while still allowing for residents in the North of the City the opportunity to use a site 7 days a week.

4. **Alternatives Considered And Rejected**

The alternative options considered are limited as there is no budget to increase the availability of the service in the south of the City, therefore any changes need to come within the existing budget. Therefore the only other viable option would be to carry on without any changes.

5. **Any Interest Declared Or Dispensation Granted**

N/A

6. **Respective Director Responsible For Implementation**

Mick Crofts, Director for Business Strategy & Regulation, Place.

7. **Relevant Scrutiny Committee If Decision Called In**

Economic & Environmental Wellbeing

Sheffield City Council Equality Impact Assessment



[Guidance for completing this form is available on the intranet](#)

Help is also available by selecting the grey area and pressing the F1 key

Name of policy/project/decision: Revising the opening hours and days at Sheffield's Five Household Waste Recycling Centres.

Status of policy/project/decision: New

Name of person(s) writing EIA: Alastair Black

Date: 15th May 2013

Service: Waste Management

Portfolio: Place

What are the brief aims of the policy/project/decision? Following the changes made to the opening hours and days at Sheffield's five Household Waste Recycling Centres in 2012, is it now proposed to close the Deepcar and High green sites an additional day a week each and open Blackstock Road an additional two days a week.

Are there any potential Council staffing implications, include workforce diversity? No

Under the [Public Sector Equality Duty](#), we have to pay due regard to: "Eliminate discrimination, harassment and victimisation, advance equality of opportunity and foster good relations." [More information is available on the council website](#)

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
Age	Positive	Low	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week. In addition, the Blackstock Road site has level access to the containers, therefore easier for elderly residents to use.
Disability	Positive	Low	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week. In addition, the Blackstock Road site has level access to the containers, therefore easier for disabled residents to use.
Pregnancy/maternity	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
			site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Race	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Religion/belief	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Sex	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Sexual orientation	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Transgender	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Carers	Positive	Low	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week. In addition, the Blackstock Road site has level access to the containers, therefore easier for the carers of elderly and disabled residents to use.
Voluntary, community & faith	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a

Areas of possible impact	Impact	Impact level	Explanation and evidence (Details of data, reports, feedback or consultations. This should be proportionate to the impact.)
sector			site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Financial inclusion, poverty, social justice:	Neutral	-Select-	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week.
Cohesion:	Negative	Low	While there will be a reduction in the opening of two sites by two days a week in the North of the City, a site in the South of the City will be available for two more days a week. Residents will still be able to access a site 7 days a week. This may have some minor negative impact upon community cohesion in the North of the City.
Other/additional:	-Select-	-Select-	

Overall summary of possible impact (to be used on EMT, cabinet reports etc): The proposed change will mean a reduction in the availability of the service in the North of the City, but will result in service being available more in the South of the City. However the availability of the service, based on summer operating hours, is already greater in the North of the City where there are 3 sites with an availability of 152 hours a week, than the South where there are only two sites, with the availability of 80 hours a week. Fundamentally the proposal is equality neutral affecting all local people equally regardless of age, sex, race, faith, disability, sexuality, etc. However, it may have some low positive impact for the elderly, disabled and carers due to the level access to the containers at Blackstock Road. In contrast it may have some low negative impact for community cohesion in the North of the City. But broadly speaking the proposal is equality neutral.

If you have identified significant change, med or high negative outcomes or for example the impact is on specialist provision relating to the groups above, or there is cumulative impact you **must** complete the action plan.

Review date: 2014 Q Tier Ref /

Reference number: /

Entered on Qtier: No

Action plan needed: No

Approved (Lead Manager): Gillian Charters Date: 3rd June 2013

Approved (EIA Lead person for Portfolio): Ian Oldershaw **Date:** 10/06/13

Does the proposal/ decision impact on or relate to specialist provision: no

Risk rating: Low

Action plan

Area of impact	Action and mitigation	Lead, timescale and how it will be monitored/reviewed
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		
-Select-		

Approved (Lead Manager): **Date:**

Approved (EIA Lead Officer for Portfolio): **Date:**



Report to Economic and Environmental Wellbeing Scrutiny & Policy Development Committee 10th July 2013

Report of: Matthew Borland, Policy and Improvement Officer
Tel: 2735065, Email: matthew.borland@sheffield.gov.uk

Subject: Work Planning 2013/14

Summary:

This report outlines an approach to Work Planning for 2013/14 has been focused on a single question – how can the Scrutiny Committee achieve a greater impact than it did last year?

The report makes proposals to focus on a more in depth approach on a smaller number of issues and suggests some practical next steps.

Recommendations:

The Scrutiny Committee is asked to:

1. Comment on the proposed approach and agree the way forward.
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Background Papers: None

Category of Report: OPEN

Work Planning

1. **New Style of Scrutiny Work**

- 1.1. The approach to Work Planning for 2013/14 has been focused on a single question – how can the Scrutiny Committee achieve a greater impact than it did last year?
- 1.2. It is proposed that the focus shifts towards a more in depth approach on a smaller number of issues. This approach will enable the Committee to hear a wider range of differing perspectives and consider a wider range of evidence on specific issues.
- 1.3. It is also hoped this approach will allow the Committee to do more of its work ‘out and about’ rather than in the Town Hall. This could involve more direct involvement with people who are affected by the issue the Committee is looking at.
- 1.4. Looking at issues in greater depth will require Committees to look at fewer issues overall. It is proposed this is done by moving away from a large number of one-off monitoring reports. It might also mean that some items would be circulated to Members of the Committee for information, rather than allocated time on a meeting agenda. If a Member felt an item in this category required a discussion of the whole Committee then they could make this request to the Chair.
- 1.5. That is not to suggest urgent issues should not be considered by the Committee. For clarity, this paper is not proposing any changes to how the Scrutiny Committee approaches the Call-In procedure to review a decision. The Call-In process would continue as it currently does.

2. **Next Steps**

- 2.1. Discussions the Chair has had suggest that ‘Cycling in Sheffield’ would be a good topic for the first **in-depth inquiry**. The Cabinet member for Business, Skills and Development is positive about this as a topic and has indicated to the Chair of the Committee that this is an issue where there is an opportunity to have an impact on the Council’s approach. There is also the opportunity to link in to the work of the All Party Parliamentary Cycling Group and their national report ‘Get Britain Cycling.’
- 2.2. It is anticipated that this work could be completed before Christmas, which would enable the Committee to undertake a second in-depth inquiry in the second half of the municipal year. A specific topic for this second inquiry is not proposed in this report.
- 2.3. It is proposed the Committee set up a **Task and Finish Group** to progress the work in between the full bi-monthly meetings of the Committee. The proposed Task and Finish Group would be made up of a maximum of 6 members, including the Chair of the Committee who would also be the Chair of the Task and Finish Group. It is anticipated

that the Task and Finish Group would need to meet in those months the Committee does not meet.

- 2.4. It is not proposed the Task and Finish Group would be responsible for the totality of the work and the recommendations on a specific issue. Rather, it would have responsibility for making progress on work between full meetings of the Committee. The full Committee would have a role in developing the work as it progressed.
- 2.5. It is proposed that the Task and Finish Group's initial tasks are to:
 - 1) Discuss and agree a Terms of Reference for the work. It is proposed this is based around two or three key questions that the inquiry is trying to answer.
 - 2) Plan a timescale for the work, which would include discussing and agreeing the type of evidence the Committee would require to answer the questions in the Terms of Reference. This would include who the Committee would benefit from hearing from and where this would best take place.
- 2.6. It is proposed that the Task and Finish Group undertake this work in July. This would mean that the Committee's meeting on 11th September can include hearing from relevant witnesses to the issue the Committee is considering.
- 2.7. Members are asked to indicate if they would be willing to serve on the Task Group.
- 2.8. It is proposed that the **full meetings of the Committee** have a two part agenda with the first part being the business agenda. Ideally this would focus on a single main item per meeting, but it could also include any items called-in. It is proposed that performance issues would be brought in as part of discussions on relevant items, rather than taken as separate performance discussions.
- 2.9. The second part of the meeting would be spent on the in-depth inquiry. This could include updates on progress from the Task and Finish Group, hearing from witnesses and discussions on the recommendations

3. Future meetings

- 3.1. Future meeting dates of the Committee are:
 - 11th September 2013
 - 9th October 2013
 - 11th December 2013
 - 12th February 2014
 - 9th April 2014
- 3.2. It is proposed that the following items from 2012/13 will need to be considered by the Committee in 2013/14:
 - Climate Change Adaptation
 - Sheffield Food Plan

- City Centre Vibrancy
- Modernisation of Cabinet Highways Committee
- Rural Broadband

3.3. It is proposed that the Committee's engagement with business is done through specific work the committee is undertaking, rather than through a general information sharing session.

3.4. The Committee set up a Working Group on 'Parking on Dropped Kerbs and Pavements' last year. Following discussions with the Chair it is proposed to bring together the work that has been undertaken so far into a summary to send to the Cabinet Member for Business, Skills and Development, and not to undertake further work on this issue at this stage.

3.5. It is proposed the Chair, supported by the Scrutiny Policy Officer works up the detailed programme of which items should be taken at which meeting.

4. Support for Scrutiny

4.1. The support arrangements for Scrutiny have changed. Scrutiny will be supported by two Policy and Improvement Officers in the Elections, Equalities and Involvement Team in the Policy, Performance and Communications Service. The capacity of the new support arrangements will enable each of the Council's four subject specific Scrutiny Committees to undertake one piece of in-depth work at a time.

4.2. Brief guidance will be available for people attending scrutiny on what the purpose of the meeting is and what they can expect and what the Committee will expect. This will include keeping introductions to reports or presentations brief and to the point to enable more time to be spent on the discussion.

5. Recommendations

5.1. The Scrutiny Committee is asked to:

- 1) Comment on the proposed approach and agree the way forward.