

SHEFFIELD CITY COUNCIL

Cabinet

Meeting held 22 June 2016

PRESENT: Councillors Ben Curran (Chair), Jackie Drayton, Jayne Dunn, Mazher Iqbal, Bryan Lodge, Mary Lea, Cate McDonald and Jack Scott

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1. APPOINTMENT OF CHAIR

1.1 **RESOLVED:** In the absence of the Chair and the Deputy Chair, Councillors Julie Dore and Leigh Bramall, Councillor Ben Curran be appointed Chair of Cabinet for the duration of the meeting.

2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from the Chair, Councillor Julie Dore and the Deputy Chair, Councillor Leigh Bramall.

3. EXCLUSION OF PUBLIC AND PRESS

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

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5. MINUTES OF PREVIOUS MEETINGS

5.1 The minutes of the meetings of Cabinet held on 9 March and 18 May 2016 were approved as correct records.

6. PUBLIC QUESTIONS AND PETITIONS

6.1 Public Question in respect of Learning Disability Carers

6.1.1 Adam Butcher asked what could be done to ensure that Learning Disability Carers are involved with the Commissioning Plan for Adult and Parent Carers, on the agenda for today's meeting.

6.1.2 Councillor Cate McDonald, Cabinet Member for Health and Social Care, responded that an extensive consultation had been undertaken with carers over an 18 month period. The report on the agenda for today's meeting was the final piece of the jigsaw in respect of how to utilise the funding.

6.1.3 All interested parties had been involved in the consultation and the Council had listened to what they had to say. The process would continue following approval of the report. The Carers Strategy would be re-examined following the publication of the National Carers Strategy. If Mr Butcher or others felt that there was something

missing from the Plan or that the Council could do better they should get in touch.

6.2 Public Question in respect of Agency Staffing Provision

6.2.1 Nigel Slack commented that he was interested to read the report, being considered at the meeting today, on the proposed Temporary Staff contract tender and was glad to see the Foundation Living Wage from day one of employment as part of this tender, in line with the Council's previous commitments.

6.2.2 Mr Slack added that the Living Wage was, however, only one part of an employment package and he would like to ask the Council if they would also commit to making reasonable minimum requirements for areas such as sick pay, holiday pay and entitlement, minimum hours etc. as part of this temporary staffing contract? Mr Slack also asked whether, in line with commitments made last year, the contract would be available for public scrutiny, as far as commercial confidentiality allows, and ask that any redactions will be rigorously challenged before being accepted?

6.2.3 In response, Councillor Ben Curran, Cabinet Member for Finance and Resources, stated that under the Agency Working Regulations Law, temporary staff were required to receive the same conditions as permanent members of staff from 12 weeks. Under the proposals outlined in the report on today's agenda, temporary staff would receive the same conditions as employees of the Council as permanent staff from their first day of employment on a pro rata basis. The contract would be available for public scrutiny subject to the usual regulations on commercial confidentiality.

6.3 Public Question in respect of the Future of Public Buildings

6.3.1 Nigel Slack commented that there was a persistent rumour that the Council was in preliminary discussion with a major hotel group regarding the future of the Graves building and therefore the Central Library and the Graves Art Gallery. Could the Council confirm if they are now or ever have been in discussion with any hotel group or other potential developer with respect to this building? Will the Council also confirm whether there is any covenant or other legal constraint on the Council to prevent such a move in the future?

6.3.2 Councillor Mary Lea, Cabinet Member for Culture, Parks and Leisure, commented that the Graves building and others referred to were very important buildings. A number of possible options for their futures had been looked at over the years but she was not aware of any discussions with the hotel group. A written response would be provided to Mr Slack in respect of the question of the covenant.

7. ITEMS CALLED-IN FOR SCRUTINY

7.1 There were no items called-in for Scrutiny since the last meeting of the Cabinet.

8. RETIREMENT OF STAFF

8.1 The Chief Executive submitted a report on Council staff retirements.

8.1.1 **RESOLVED:** That this Cabinet :-

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children, Young People and Families</u>		
Ranjit Chakravorty	Study Support and Volunteers Co-Ordinator	30
Josephine Cobley	Teacher, Talbot Specialist School	33
Glyne Cooke	Development Manager	36
Anne Everson	Social Worker	26
Margaret Firth	Deputy Headteacher, Oughtibridge Primary School	39
Margaret Gardener	Senior Teaching Assistant Level 3, Birley Spa Community Primary School	26
Susan Huscroft	Headteacher, Birley Spa Community Primary School	38
Stephanie Lawson	Senior Teaching Assistant, Stradbroke Primary School	30
Maria Lysandro	Residential Support Worker	24
Debbie Marshall	Teacher, Ecclesall Infant School	25
Patricia Munt	Headteacher, Oughtibridge Primary School	39
Pauline Newton	Teacher, Birley Spa Community Primary School	36
Lesley Nicol	Team Manager	29
Trevor Owen	Head of Safeguarding and Review	42
Diane Pratt	Teacher, Carfield Primary	36

	School	
Lynn Stevenson	School Business Manager, Whiteways Primary School	30
Helen Towers	Teacher, Waterthorpe Nursery Infant School	36
Susan Withey	Consultant (EMA/EML)	21
<u>Communities</u>		
Neil Ashton	Senior Housing Officer	34
Leslie Benn	Area Manager	43
Stephen Bradshaw	Housing Co-ordinator	33
Sharon Cadd	Senior Housing Officer	29
Patricia Clarkson	Housing Officer	29
Susan Cook	Warden	31
Lynn Cutts	Assistant Area Manager	31
Julie Ford	Housing Co-ordinator	26
Lorraine Foulstone	Senior Housing Officer	26
Louisa Lazenby	Housing Co-ordinator	29
Helen Mitchell	Housing Co-ordinator	26
June Richards	Warden, Housing Neighbourhood Services	and 29
Anthony Round	Warden, Housing Neighbourhood Services	and 29
Dennis Slack	Housing Co-ordinator	40
Janet Siddall	Warden, Housing Neighbourhood Services	and 25
Audrey Simpson	Senior Housing Officer	32
Deborah Slack	Social Worker	32
Linda Sunley	Senior Housing Officer	32

9.1 The Executive Director, Communities submitted a report outlining the Commissioning Plan for Adult and Parent Carers which detailed the commissioning intentions for Sheffield City Council (2016-20) including the services we wish to purchase and other interventions and programmes.

9.2 **RESOLVED:** That:-

- (a) the report is noted and approval is given to the Commissioning Plan for Parent and Adult Carers;
- (b) in accordance with the Commissioning Plan and this report, Cabinet approves the use of the Council's existing framework of Collaborative Partnerships that provide preventative health and wellbeing following the People Keeping Well principles for community based outreach carers services;
- (c) in accordance with the Commissioning Plan and this report, Cabinet approves the procurement via an open tender process for core city wide support services for carers, including the delivery of Carers Assessments (as set out in section 10 of the Care Act), the management of a small grant pot, developing support plans for carers, helping identify services and managing the overall budget available to support carers;
- (d) in accordance with the Commissioning Plan and this report, Cabinet approves the move from a contract for sitting services for all carers to an approach where the assessment of the need for a sitting service is included in social care assessments and where an eligible need is identified this need will be met through a direct payment or through a separately procured contract for which separate approval will be sought;
- (e) in accordance with the Commissioning Plan and this report, authority is delegated to the Director of Commissioning, in consultation with the Cabinet Member for Health and Social Care and the Interim Director of Finance and Commercial Services, to:
 - (i) award contracts for core city wide support services for carers following the open tender process;
 - (ii) approve the extension of core city wide support contracts after the expiry of the initial 3 year term;
 - (iii) develop options, procure and award contracts for short breaks; and
 - (iv) approve one off procurement and contracts for raising awareness of carer issues; and
- (f) the Director of Commissioning, in consultation with the Cabinet Member for Health and Social Care, the Director of Legal and Governance and the Interim Director of Finance and Commercial Services, be authorised to take such other steps as he deems appropriate to achieve the outcomes in this report and the Commissioning Plan.

9.3 **Reasons for Decision**

- 9.3.1 The Commissioning Plan is based within the Framework of Improving Carers Lives and directly aligns with the principles as set out in the recently approved Young Carers, Parent and Adult Carers Strategy.
- 9.3.2 The commissioning intentions have been guided by the co-production activity the Authority has undertaken with carers.
- 9.3.3 The Strategy will enable the Authority to comply with a new statutory duty as set out in section 10 of the Care Act 2014.

9.4 **Alternatives Considered and Rejected**

- 9.4.1 The alternative option would be not to have a strategy for carers. This is not a viable alternative as it would result in a breach of a statutory duty, and has been outlined in the strategy and this report; it is legally, morally, socially and economically important for Sheffield to continue to support its carers.
- 9.4.2 Carers are identified in the Council's Corporate Plan 2015-2018: provide direct support to more carers than ever before.

10. **AGENCY STAFFING PROVISION**

- 10.1 The Acting Executive Director, Resources submitted a report requesting Cabinet approval for the procurement of a new temporary agency supplier.
- 10.2 An amended report outlining financial, legal and equalities implications of the proposed decision was circulated to Members prior to the meeting.
- 10.3 **RESOLVED:** That Cabinet:-
- (a) approves the strategy for procurement of a temporary agency supplier via a competitive dialogue process; and
 - (b) delegates the power to award the contract for the agency services to the Interim Director of Finance and Commercial Services, in consultation with the Cabinet Member for Finance & Resources, on the basis that:
 - The most suitable provider/partner is chosen via a competitive dialogue process.
 - That the chosen provider/partner will work with Sheffield City Council to develop Social and Economic values that will benefit the people of Sheffield and the wider region.
 - That, in the event that the competitive dialogue process results in the Council forming a new business with the chosen provider, the chosen provider/partner works closely with the Council to grow the newly formed

business within Sheffield and the wider region.

- That the new contract is actively managed through the existing Human Resources Client Management arrangement with support from Commercial Services.

10.4 **Reasons for Decision**

- 10.4.1 To ensure access to an agency with market place presence and expertise in providing temporary staffing for a wide range of job roles.
- 10.4.2 To use agency provider expertise in developing our strategy to deliver improved social values for the people of Sheffield and the Sheffield City Region.
- 10.4.3 To minimise the risks that were identified during the consideration of alternative options.

10.5 **Alternatives Considered and Rejected**

- 10.5.1 A number of delivery models have been considered as part of this exercise and include ;
- Establish an in-house Agency or Traded Company
 - Establish the Council's own framework of providers
 - Procurement of Managed Services or Neutral Vendor, either through a consortia, collaboration or directly to the market
 - Establish a non-traded company
 - Set up a Public Sector/Private Sector collaboration (e.g. SCC / Reed)
 - Set up a Public Sector collaboration (e.g. SCC / University of Sheffield / NHS Sheffield)

11. **REVENUE BUDGET AND CAPITAL PROGRAMME MONITORING 2015/16 MONTH 12 (AS AT 31/3/16)**

- 11.1 The Acting Executive Director, Resources submitted a report providing the Outturn monitoring statement on the City Council's Revenue and Capital Budget for 2015/16.
- 11.2 **RESOLVED:** That Cabinet:-
- (a) notes the updated information and management actions provided by this report on the 2015/16 Revenue Budget Outturn;

- (b) approves the carry forward request detailed in paragraph 9 of the report;
- (c) approves a further £50k from the New Homes Bonus fund to support the development of the regeneration of Attercliffe through the development of the Olympic Legacy Park as detailed in paragraph 13 of the report;
- (d) approves the use of Public Health reserves to fund a number of projects as detailed in paragraph 8 of Appendix 2 of the report;
- (e) approves the spend request as shown in paragraph 19 of Appendix 1 of the report; and
- (f) in relation to the Capital Programme:-
 - (i) approves the proposed additions to the Capital Programme listed in Appendix 7.1, including the procurement strategies and delegate to the Interim Director of Finance and Commercial Services, or her nominated officer, the authority to award the relevant contracts following stage approval by the Capital Programme Group;
 - (ii) approves the proposed variations, deletions and slippage in Appendix 7.1; and
 - (iii) notes the latest position on the Capital Programme.

11.3 Reasons for Decision

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

11.4 Alternatives Considered and Rejected

- 10.4.1 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.