

Overview and Scrutiny Management Committee

Thursday 25 March 2021 at 10.00 am

**To be held as an online video
conference**

The Press and Public are Welcome to Attend

Membership

Councillors Mick Rooney (Chair), Ian Auckland, Steve Ayris, Ben Curran, Denise Fox, Tim Huggan, Douglas Johnson, Mike Levery, Cate McDonald, Sioned-Mair Richards, Jack Scott and Jim Steinke

Education Non-Council Members

Healthwatch Sheffield
(Observer)

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 Children, Young People and Family Support Scrutiny Committee exercises an overview and scrutiny function in respect of the planning, policy development and monitoring of service performance and other general issues relating to learning and attainment and the care of children and young people within the Children's Services area of Council activity. It also scrutinises as appropriate the various local Health Services functions, with particular reference to those relating to the care of children.

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. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Scrutiny Committee meetings and recording is allowed under the direction of the Chair. Please see the website or contact Democratic Services for further information regarding public questions and petitions and details of the Council's protocol on audio/visual recording and photography at council meetings.

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 Alice Nicholson, Policy and Improvement Officer on 0114 27 35065 or [email alice.nicholson@sheffield.gov.uk](mailto:alice.nicholson@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.

**OVERVIEW AND SCRUTINY MANAGEMENT COMMITTEE AGENDA
25 MARCH 2021**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 5 - 8)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meetings** (Pages 9 - 22)
To approve the minutes of the meeting of the Committee held on 28th January and 11th February, 2021
- 6. Public Questions and Petitions**
To receive any questions or petitions from members of the public
- 7. Equalities Annual Report 2019/20** (Pages 23 - 100)
Report of the Head of Policy and Partnerships
- 8. Food Poverty** (Pages 101 - 112)
Report of the Food Poverty Working Group
- 9. Scrutiny Overview - Issues to Raise from the Scrutiny Committees**
The Chairs of the Scrutiny Committees to report
- 10. Work Programme 2020/21 and Future Work Programme** (Pages 113 - 120)
Report of the Policy and Improvement Officer
- 11. Date of Next Meeting**
The next meeting of the Committee will be held on a date to be arranged

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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

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

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

You **must**:

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

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

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

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

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

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

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

You have a personal interest where –

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

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

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

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

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

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

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Overview and Scrutiny Management Committee

Meeting held 28 January 2021

(NOTE: This meeting was held as a remote meeting in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.)

PRESENT: Councillors Mick Rooney (Chair), Ian Auckland, Steve Ayriss, Ben Curran, Denise Fox, Tim Huggan, Douglas Johnson, Mike Levery, Cate McDonald, Sioned-Mair Richards and Jim Steinke

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1. APOLOGIES FOR ABSENCE

1.1 There were no apologies for absence.

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. MINUTES OF PREVIOUS MEETINGS

4.1 26th November 2020

The minutes of the meeting of the Committee held on 26th November 2020, were approved as a correct record, with the exception of item 6 - Addressing the Climate Emergency – An Update on Progress, which was amended by the substitution of the following words for those in paragraph 6.6(d)(ii) 'that this Committee takes on the role of the cross-party Climate Change and Sustainability Committee.

4.2 17th December 2020

The minutes of the meeting of the committee held on 17th December 2020, were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 There were no questions raised or petitions submitted by members of the public.

6. CENSUS 2021 - UPDATE ON ARRANGEMENTS IN SHEFFIELD

- 6.1 The Committee received a report of the Sheffield Census Engagement Team providing an update on the arrangements for the 2021 census in Sheffield.
- 6.2 Present for this item were Richard Crowther (Census Engagement Manager for North East Sheffield), Mandy Holden (Census Engagement Manager for West Sheffield), Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance), James Henderson (Director of Policy, Performance and Communications) and Dan Chedgzoy (Assistant Census Liaison Manager).
- 6.3 The report was supported by a presentation from Richard Crowther, who referred to general information on the census, which was being organised by the Office for National Statistics (ONS), the nature of information collected and how it was used to inform decisions, how personal information was kept secure, how the public would be supported throughout the census process and details of the census timeline. Mr Crowther further reported on how the census would be split up across the City, partnership activity in terms of how the City Council was helping in the process, details of how elected Members could help in the process, safety arrangements in the light of Covid-19 and contact details for the three Census Engagement Managers.
- 6.4 James Henderson reported that the Council had been supporting the three Engagement Managers over the last few months, and that a Local Authority Partnership Plan had been established, which set out the work required across the city in connection with how the ONS planned to engage with local community groups, specifically those communities where there may be barriers in terms of the completion of the census, such as language difficulties. The Council was very mindful of the fact that although residents could request a paper copy of the questionnaire, the census would be operated predominantly online, and therefore was working with the ONS to identify any particular communities where this was likely to create issues. This process had been very productive, and the Council would continue assisting the ONS in this regard, throughout the census process.
- 6.5 Dan Chedgzoy reported that he had been working with the Engagement Managers in connection with the planning for the census, as well as working with the English Core Cities Group in looking at how the data recovered was likely to differ given the current circumstances regarding the Covid-19 pandemic.
- 6.6 Mandy Holden stressed that the Engagement Managers would be free to assist with any enquiries through to May 2021, in connection with the census process.
- 6.7 Members of the Committee raised questions, and the following responses were provided:-
- The Council would be involved in the discussions regarding the likely distortion of data being recovered as part of the census, given the pandemic. This issue had also been raised at a meeting of the Core Cities. Any updates on this issue would be reported to this Committee.

- The ONS fully appreciated the difficulties that some communities may face, particularly given the additional problems presented by the pandemic. There would be a number of Census Support Centres across the city, with one being based in the Manor/Castle Ward, which would be run in partnership with the Good Things Foundation, and would provide support for local residents during the census process. It was not yet clear, given the current circumstances, whether or not residents would be able to visit such centres, so alternative arrangements, such as telephone contact, were currently being explored. Whilst the census was digital first, it was not digital only, and whilst the ONS would encourage people to complete the census online, anyone could request a paper copy.
- The ONS would be running an extensive Field Team, the staff of which would be knocking on residents' doors, asking if they required any help or support in terms of completing the census. In addition to this, the Engagement Team, working with the Council, was also linking with local community groups to make sure all residents would be fully supported.
- A Communal Establishments Team was working with the owners/landlords of communal flats, as well as registered social landlords, to ensure that appropriate access could be made to properties of all those residents requiring a paper version of the census. The Engagement Team was engaging with the Council Housing Service and Registered Social Landlords with regard to access to flats with a shared entrance. Visits to the properties were undertaken by the Household Team. The Communal Establishments Team would be carrying out enumeration of student flats, care homes, hotels, hostels and other shared accommodation which was managed.
- The ONS was confident that sufficient data would be obtained as part of the census process by the deadline of 4th May 2021. There were numerous options and plans in place to enable this to happen.
- In terms of security, the ONS was very mindful of the public's concerns regarding people knocking on their doors, particularly when being asked to provide personal information. A national campaign would be held prior to the commencement of the process, advertising the census, and providing assurances with regard to the reasons why staff working for the ONS would be calling at their property, and explaining exactly what information they would be asking for. The reason for staff calling at properties would not be asking for personal information, but asking if they required any help or support in terms of completing the census. There was obviously a limit as to what the ONS could do in terms of reassuring the public, but all staff would be required to carry relevant ID and only ask certain questions. In addition, the Council was also giving consideration to how the Local Community Response Teams could assist in this regard.
- Whilst there were powers to fine people for non-completion of the census, such powers were generally only used in those cases where people refused to complete the form. The ONS would much rather focus on the benefits of more people completing the census, therefore would concentrate more on

ensuring that there were no barriers stopping people from doing so. It was acknowledged that there were a number of reasons as to why some people might not be able to complete the census, such as if they had recently suffered a bereavement or were facing other serious difficulties. This would be noted by the field team, and such households would not be revisited.

- The ONS was engaging with all communities to provide help and assistance to those communities which were geographically concentrated, and where there were likely to be more reasons as to why residents were going to have problems completing the census, such as language barriers. Arrangements had therefore been made to ensure that the field teams visiting such households had additional resources, such as translation cards, containing standard phrases in multiple languages. As part of the process for the recruitment of staff in the field teams, the ONS had tried to recruit staff who were local to the areas where they would be working.
- The ONS would be running an extensive publicity campaign in the forthcoming weeks, which would include information bulletins and advertisements on TV, radio, external advertisement hoardings, newspapers and social media.
- Details of the contingencies in place if the census was not met, would be forwarded to Members of the Committee.
- The ONS was looking to achieve a 94% response rate across the country, with 80% returns in every local authority area. These targets had been based on previous response rates, and what was believed would be achievable this year. The Council was aware that, historically, response rates in Sheffield had been lower than the national average, and that this was the reason as to why the ONS was directing additional resources in the city, particularly with regard to community engagement. The ONS had drafted a Partnership Plan, with support from the Council, and the Census Engagement Team had been working very closely with those local communities across the city where response rates had been historically low. The Council would expect that a 95% response rate could be achieved, but this would still leave a significant number of households who had not completed the census. The ONS had a method of imputing the information in terms of the outstanding 5%, which would help to ensure that the final output from the census was as comprehensive as possible. It was important that there was detailed community engagement planning in place, which would involve the input of elected Members, through their knowledge of their respective Wards. For six weeks after the deadline date of 4th May 2021, the ONS would be carrying out a census coverage survey, where a certain number of postcodes would be selected, and census staff would call to such households, asking them to complete a shortened version of the census, with the information received being compared with the results achieved from the full census. This would enable the ONS to identify where there had been lower response rates and consequently, make any necessary adjustments.

- Council Members and officers would be having a debrief following this meeting, at which any issues of concern raised would be discussed. Members were encouraged to refer any such issues to Councillor Terry Fox.
- There were over 200 staff in the Field Team, who would be calling on households to check if they had received the census and offering any help or assistance in terms of completing it. The Census Area Managers would receive live management information throughout the census process, which would indicate where there had been issues in terms of response rates, and the Field Team staff would then be required to call at such households.
- All staff calling at households and any staff working at the Census Support Centres, if deemed safe to open, would be provided with full personal protective equipment.
- Whilst the ONS would already have an idea of those areas of the city where additional support would be required in terms of the completion of the census, the Field Team staff would respond by calling at households, where required, based on the live management information received throughout the process.
- Residents would have the option of completing the census on their doorstep if they so wished, but the ONS was mindful that some people may be wary of providing personal information in this manner. Such people would therefore be provided with a card, containing contact numbers in terms of where they could access help and support.
- It was important that students responded to the census, and those living away from home were required to complete the census at both the address they were currently living, as well as their main home address. The ONS had been in contact with the managers of halls of residence in the City, to make arrangements in terms of making contact with the students. Universities were also assisting in this process.
- Enquiries would be made to see if the presentation made at this meeting could be made at the meeting of Full Council, in either February or March.
- It was not believed that the ONS would be cross-checking residents addresses against those on the Electoral Register, as part of the census process, as there were restrictions in law as to what the Register could be used for.

6.8 RESOLVED: That the Committee:-

- (a) notes the information contained in the report now submitted and as reported as part of the presentation now made, together with the comments now made and the responses to the questions raised;
- (b) thanks Richard Crowther, Mandy Holden, Dan Chedgzoy, James Henderson and Councillor Terry Fox for attending the meeting and

responding to the questions raised; and

- (c) requests that:-
- (i) enquiries be made as to whether the presentation now made could be made at the meeting of the Full Council, in either February or March 2021; and
 - (ii) a booklet be produced containing frequently asked questions, and to include a number of those questions asked, and responses provided, at this meeting, for circulation to all Members of the Council.

7. DRAFT WORK PROGRAMME 2020/21

7.1 The Committee received a report of the Policy and Improvement Officer (Alice Nicholson) containing the draft Work Programme for 2020/21.

7.2 Ms Nicholson referred to the update on the climate emergency, and stated that there may be a need to arrange a special meeting to enable this to be considered. She also made reference to Contextual Safeguarding as a further item the Committee may wish to consider, and reported on the progress of the proposed cross-party working groups regarding Food Poverty and Digital Poverty.

7.3 RESOLVED: That the Committee:-

- (a) notes the contents of the report now submitted, together with the comments now made; and
- (b) approves the draft Work Programme for 2020/21.

8. FOLLOW UP TO THE COMMITTEE'S CONSIDERATION ON 17TH DECEMBER 2020 OF THE SHEFFIELD CITY COUNCIL UPDATE ON THE END OF THE EU TRANSITION PERIOD

8.1 The Committee received a report of the Director of Policy, Performance and Communications containing details of the action/progress with regard to a number of issues raised by Members, as part of the consideration of this issue, at its meeting held on 17th December 2020.

8.2 Members of the Committee raised questions, and the following responses were provided:-

- The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee had an item on its Work Programme on 'Update on Business Recovery' for consideration at its meeting on 23rd February 2021, so the suggested issue now raised regarding the economic impact following the end of the EU transition period, specifically regarding small businesses, could be considered as part of this item.

- The Local Resilience Forum EU Transition Cell had met yesterday, and which had been attended by the Ministry of Housing, Communities and Local Government, and the issue of settled status was raised with them, which they promised to take away from the meeting and give consideration.
- The Rural Strategy, which would pick up on how the Council managed its farms, would be referred to the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee for consideration.

8.3 RESOLVED: That the Committee notes the contents of the report now submitted, together with the comments now made and the responses to the questions raised.

9. SCRUTINY OVERVIEW - ISSUES TO RAISE FROM THE SCRUTINY COMMITTEES

9.1 Councillor Cate McDonald reported that the Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee had considered health inequalities, which had included looking at the Health Impact Assessment, commissioned by the Health and Wellbeing Board.

9.2 Councillor Ben Curran stated that the Safer and Stronger Communities Scrutiny and Policy Development Committee (a) had considered the South Yorkshire Fire Service Integrated Risk Plan and housing repairs at its last two meetings, respectively and (b) would be looking at homelessness, specifically in the light of the Covid-19 pandemic and the Community Safety Partnership, at its meetings in February and March 2021, respectively.

9.3 Councillor Mick Rooney reported that (a) the Children, Young People and Family Support Scrutiny and Policy Development Committee had (i) considered the Annual Reports of the Sheffield Children Safeguarding Partnership and the Sheffield Sexual Exploitation Service 2019/20 at its last meeting, and (ii) met with the Sheffield Youth Cabinet, and arranged an invite for them to attend the Digital Inclusion Seminar, and (b) two members of the Sheffield Youth Cabinet would write a joint report with Council officers regarding the current situation in terms of schooling.

9.4 Councillor Denise Fox reported that the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee had received an update on the progress of the Local Plan at its last meeting.

9.5 The Committee noted the information now reported.

10. DATE OF NEXT MEETING

10.1 It was noted that the next meeting of the Committee would be held on Thursday, 11th February 2021, at 10.00 am.

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SHEFFIELD CITY COUNCIL

Overview and Scrutiny Management Committee

Meeting held 11 February 2021

(NOTE: This meeting was held as a remote meeting in accordance with the provisions of The Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.)

PRESENT: Councillors Mick Rooney (Chair), Ian Auckland, Steve Ayris, Ben Curran, Denise Fox, Tim Huggan, Douglas Johnson, Mike Levery, Cate McDonald, Sioned-Mair Richards, Jack Scott and Jim Steinke

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1. APOLOGIES FOR ABSENCE

1.1 No apologies for absence were received.

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 In relation to item 3 on the agenda - Revenue Budget 2021/22 and Capital Strategy 2021-26, Councillor Denise Fox declared a personal interest as partner of Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance).

4. PUBLIC QUESTIONS AND PETITIONS

4.1 There were no questions raised or petitions submitted by members of the public.

5. REVENUE BUDGET 2021/22 AND CAPITAL STRATEGY 2021-2026

5.1 The Committee received a report of the Executive Director, Resources, attaching the Revenue Budget 2021/22 and Capital Strategy for 2021-26, which were to be considered by the Cabinet at its meeting to be held on 17th February 2021.

5.2 In attendance for this item were Councillor Terry Fox (Cabinet Member for Finance, Resources and Governance), Eugene Walker (Executive Director, Resources), Ryan Keyworth (Director of Finance and Commercial Services), Dave Phillips (Head of Strategic Finance) and Phil Moorcroft (Senior Construction Category Manager).

5.3 Revenue Budget 2021/22

5.3.1 The Committee received a presentation from Ryan Keyworth containing information on the 2020/21 budget position, the initial budget position for 2021/22,

the medium-term financial position up to 2025, the outstanding work still required and the timeline for the budget-setting process.

5.3.2 Councillor Terry Fox expressed his thanks and appreciation to all staff involved in the budget-setting process, particularly in such difficult circumstances presented by the Covid-19 pandemic. He stated that the Council was in a good, prudent financial position, and able to express investment in the city over the next few years.

5.3.3 Members of the Committee raised questions, and the following responses were provided:-

- It was disappointing that that was still no answers in terms of the future funding of adult social care, despite numerous promises from the Government on this issue. Whilst the Council had received funding from the Government, this had been on a one-off basis, with no certainty to any long-term commitment. In comparison with other core cities, the Council was in a relatively stronger position in terms of its budget due to the prudent decisions made in the past, whilst investing additional funding into social care. It was likely that more local authorities would face serious financial problems in the near future, mainly as a result of the lack of social care funding, which represented the largest outlay for them. The Council would still continue to plan for the long-term, and continue to work closely with colleagues in social care, as well as maintaining strong working relationships with its health partners, whilst awaiting news of a long-term solution to the funding of social care.
- A significant portion of the additional funding for local authorities, as referred to by the Government, was made up of authorities' ability to increase income from their own residents by increasing their Council Tax by 4.99%. The Council had increased its funding towards social care by 10% a year over the last four years, highlighting its commitment in this area, but which had resulted in budget pressures in other service areas. When the Council increased its adult social care precept, this raised less money than wealthier local authorities in the South.
- Income from Council Tax in 2020/21 totalled £208 million, which equated to approximately 50% of the Council's net revenue budget. The Council's gross budget was approximately £1.4 billion, so Council Tax income equated to approximately one seventh of that.
- Information on the impact on users of the increase in adult social care fees would be circulated to the Committee.
- In terms of future sustainability of the budget, there was around £12 million of one-off leisure funding required in 2021/22, and another £5/6 million of one-off funding used across a range of other services in 2021/22. The difference between one-off income and one-off costs was around £4 million.

- Revenue Support Grant, which used to be a substantial element of the Council's income, was now being phased out, and the Government was moving towards a model whereby local authorities were basically funded by Council Tax, business rates and income from services or charges. Local authorities were therefore being asked to be self-sufficient, which resulted in issues of inequity across areas of the country. As with adult social care, there was a level of uncertainty from the Government in terms of business rates. The Council's current income from business rates amounted to approximately £100 million, with an additional Government top-up of £43 million, and the Council's Revenue Support Grant from the Government amounted to approximately £38 million. Between 2015 and 2020, the Revenue Support Grant had reduced by around £100 million. The Council's social care precept was budgeted to be around £26 million.
- Whilst it was not possible to predict future interest rates, the latest forecasts indicated that they were not likely to go negative, mainly due to the concerns expressed by the Bank of England. The present low interest rates resulted in the Council receiving very little or no interest. The rates also had an impact on the Council's borrowing strategy whereby borrowing more money would result in the Council having to hold more money in its bank account or short-term investments, which would attract very low interest rates, whilst the Council would still have to pay higher rates to borrow such money. However, there was always the risk that if the Council delayed borrowing, and the interest rates went up, it would result in the Council paying more in interest over a longer period. Officers would continue to monitor the market going forward to mitigate and balance these risks. The Council would generally only borrow money when investing in major regeneration projects, such as the Heart of the City 2 scheme.
- In terms of the Council's Ethical Procurement Policy, the Council measured a range of metrics on social value, not only on employment and skills, but across all service areas. The Council was looking to strengthen its Policy to attempt to increase the social value of its expenditure. The Council was spending approximately £0.5 billion within the 'S' post code area. The Economic and Environmental Wellbeing Scrutiny and Policy Development Committee would further scrutinise the Ethical Procurement Policy at a future meeting.
- The levy from the South Yorkshire Passenger Transport Executive (SYLTE) comprised a significant proportion of the Council's overall budget, and was used to support bus services across South Yorkshire. This represented another area which had been adversely affected by the pandemic, and where the Government was providing short-term financial support to assist the SYLTE's budget. Whilst there were no details with regard to specific savings, it was considered that the proposed merger between the SYLTE and the Sheffield City Region was a sensible move, which would hopefully result in some efficiencies.
- Local authorities had received bigger funding cuts than County Councils over the past few years, but County Councils did not have such a multi-functional

role as local authorities, meaning that local authorities were being more adversely affected as social care represented a much larger proportion of their budgets.

- The Council was very concerned that local authorities would not receive similar Government funding in 2022/23, therefore would have to plan for this going forward. There had also been issues regarding delays in the Government's Fair Funding Review, which made it difficult for the Council to plan ahead with any certainty. In those circumstances where local authorities had not been able to achieve a balanced budget, as had been highlighted recently, the Government would not offer additional funding to such local authorities, but would offer the ability to borrow more, which could create problems in the long-term. The Council had been very prudent so as not to get in this position.
- Over £100 million had been provided to businesses under the Covid Business Support Grant scheme. Whilst the process had proved very difficult, it had been considered that the Council had managed very well in the circumstances, particularly given the changing Government advice, often provided at very short notice. The Council had worked very closely with Business Sheffield throughout the process, which had not only included the provision of grants, but also the provision of support and advice to businesses during what had been a very difficult time for them. A Business Recovery Group had been established, which had helped to improve relationships further with the business sector. Whilst the Council was planning for recovery, it was proving difficult given the ongoing nature of the pandemic. The Council, working with the Sheffield City Region, had negotiated a significant funding package for South Yorkshire to be used to support businesses in the area. Whilst there was considerable Government funding to prop up businesses, including the furlough scheme, there would be a requirement for further funding to aid the longer-term recovery of businesses. The Council had learned considerably since the early stages of Lockdown 1 with regard to the provision of support for businesses, and had improved its processes for continuing such provision, which also included the payment of £500 to those people who had been requested to self-isolate for medical reasons.

5.4 Capital Strategy 2021-26

5.4.1 Phil Moorcroft (Senior Construction Category Manager) introduced the Capital Strategy 2021-26, referring to the strategic priorities for 2021/22, together with the longer-term priorities up to 2026.

5.4.2 Members of the Committee raised questions, and the following responses were provided:-

- The Council was focusing on sustainability and community wealth building as part of its Capital Strategy, with these two themes running through all capital schemes in all service areas and, in terms of priorities, was investing (a) further in the Grey to Green Project, (b) £9.5 million in the Upper Don Valley

water management scheme, (c) £5 million on the retrofitting of buses, (d) in electric lorries and vans as part of its transport fleet, (e) in more electric charging points across the City and (f) in the City Centre Clean Air Zone. The Council was also investing in the construction of 3,100 homes in the City, £21 million into older persons living, £4.3 million towards achieving the City's carbon reduction targets, waste management and community heating schemes and the Heart of the City 2 scheme, which included the city's first zero carbon office accommodation.

- The Council had invested considerably in its district energy network, and would continue to do so throughout 2021/22. The Council's recycling rates were good in comparison to other Core Cities, and the city had one of the lowest landfill rates in the country.
- Officers had been looking at the issue of technology, and it was accepted that action needed to be taken immediately to tackle some climate change issues. However, the cost of implementing such measures was very costly, such as retrofitting all the housing stock in order to make properties carbon neutral, therefore such work would have to be undertaken in stages as new technologies emerged. Apparently, simple solutions became more complex upon further investigation, for example, the installation of air source heat pumps appeared to be a simple solution, but the process actually required a "whole house" approach to insulation and ventilation, adding considerably to the cost and complexity of a scheme. The Council needs to keep track of the rapid changes in technology, by monitoring all the various technologies available, as well as emerging technologies. The Council would aim to strike a balance between implementing newer technologies now, whilst also evaluating how these perform in practice and how costs fall as solutions become more mainstream. The Council was also investing £5.8 million in community district heating schemes, £2.1 million into waste management and had secured £1.2 million to look at possible decarbonizing schemes in the city, such as installing ground source heat pumps and solar panels.

5.5 RESOLVED: That the Committee:-

- (a) notes the contents of the report of the Executive Director, Resources, now submitted, on the Revenue Budget 2021/22 and Capital Strategy 2021 to 2026, together with the comments now made and the responses provided to the questions raised;
- (b) expresses its thanks and appreciation to all those Council officers and Members involved in the budget-setting process for the excellent work undertaken by them in achieving a balanced budget, particularly in such difficult circumstances;
- (c) condemns the Government for its continued failure to deliver a sustainable funding solution for Local Government, particularly with regard to Adult Social Care; and
- (d) recommends that the report of the Executive Director, Resources, on the

Revenue Budget 2021/22 and Capital Strategy 2021 to 2026 be approved by the Cabinet without amendment.

6. SCRUTINY OVERVIEW - ISSUES TO RAISE FROM THE SCRUTINY COMMITTEES

- 6.1 Councillor Mick Rooney reported that the Children, Young People and Family Support Scrutiny and Policy Development Committee had recently held a very productive session with the Sheffield Youth Cabinet, where the Committee had listened to the views of the young people on the ongoing problems they were facing with their education due to the pandemic. Councillor Rooney stated that he was very pleased with the Committee's evolving working relationship with the Youth Cabinet, and hoped that it would continue. Councillor Jim Steinke added that, whilst appreciating that the issues discussed with the Youth Cabinet related mainly to the Children, Young People and Family Support Scrutiny and Policy Development Committee, he considered that the other scrutiny committees should give consideration to inviting members of the Youth Cabinet to future meetings to listen to their views.
- 6.2 Councillor Denise Fox stated that, further to a meeting of the Economic and Environmental Wellbeing Scrutiny and Policy Development Committee, at which representatives of the bus operators attended, she had written, at the request of the Committee, to the representatives in attendance, expressing the thanks of the Committee for the excellent work undertaken in terms of maintaining a level of service during the pandemic.
- 6.3 Councillor Cate McDonald stated that the Healthier Communities and Adult Social Care Scrutiny and Policy Development Committee had met on 10th February, and had looked at dentistry and, further to a request from the Committee, she would be writing to the Secretary of State for Health, expressing the Committee's concerns at the fact that the current contract for primary dental care had not been reviewed since 2005. She added that the Committee had also considered the issue of the setting of fees for residential care at the same meeting, which had been highlighted as a very problematic area. Councillor McDonald also stated that the Scrutiny Food Poverty Working Group had recently met for the first time, which had been a very productive meeting.
- 6.4 The Committee noted the information now reported.

7. DATE OF NEXT MEETING

- 7.1 It was noted that the next meeting of the Committee would be held on Thursday 25th March 2021, at 10.00 am.



Report to Overview and Scrutiny Management Committee - 25th March 2021

Report of Head of Policy and Partnerships

Subject: The Annual Equalities Report 2019/20

Author of Report: Adele Robinson - Equalities & Engagement Manager
Adeola Banjoko – Equalities & Engagement Officer

Summary:

As a Local Authority, we have a statutory duty to publish information on an annual basis which demonstrates how we are meeting our statutory duties under the Equality Act 2010 and associated Public Sector Duties (PSED). This includes publishing information relating to citizens and employees with protected characteristics to ensure we continue to create a fairer city for all.

Our Annual Equality Report 2019/2020 outlines actions we have taken over the past 12 months to improve equality and to meet our statutory duties under the Equality Act. This includes demonstrating how we have met the commitments we made in our current [Equality Objectives 2019-23](#).

The reporting time frame for this report is from January 2019 to March 2020, which is prior to the establishment of The Race Equality Commission and as a new Equalities & Engagement Team was established. However, the early impact of COVID 19 and reports from The Sheffield Equality Partnership organisations have been captured in brief. Work has already started on the next Annual Report covering 2020/2021 which will further focus on some of the above areas in more depth and will be informed by the discussion and thoughts of the Overview and Scrutiny Management Committee.

Please also note this Annual Report is later than normal and our duty to publish it was granted an extension by Government due to the impact of the pandemic. This is a working draft and would like to hear the Committee's thoughts which will shape the final draft and the next annual report 2020/2021.

The report highlights how we are meeting our Equality Objectives and a number of examples of good work over the previous year, including our work to support citywide events and activities, work on health inequalities, the Big City Conversation and our work on Clean Air.

The information provided in the Annual Report has been kept deliberately brief to increase accessibility and readability and represents a sample of or highlights of the work that has been undertaken over the year. It is also designed to be read in conjunction with other related reports on the work that the Council has carried out, as well as policies and strategies that impact on equality.

The Report provides examples of our work, both in terms of how we serve the city and how we behave as an employer and the appendices include our Workforce Diversity Reports for 2018/9 and 2019/20. It also highlights the persistent inequalities that we will continue to focus on in our Equality Objectives:

- Strengthening the knowledge and understanding of our communities
- Ensuring our workforce reflects the people that we serve
- Leading the city in celebrating diversity and promoting inclusion
- Breaking the cycle of inequality and improve life chances

The COVID 19 report from The Sheffield Equality Partnership, formerly known as the Equality Hub Network, is also be attached as an Appendix.

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	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	x
Other	

The Scrutiny Committee is being asked to:

- Consider and discuss the working draft Annual Equalities Report for 2019/20
- Provide comments, views and thoughts which will further shape the final draft for 2019/20 and inform the development of the next annual report 2020/2021.

Background Papers:

- Sheffield City Council Workforce Equality Report 2018/19 Sheffield City
- Council Workforce Equality Report 2019/2020
- Sheffield Equality Partnership COVID 19 mid report

Category of Report: Open

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ANNUAL EQUALITIES REPORT 2019/2020



Context

This report is in 4 sections:

Section 1	Introduction	Pages
	Opening statement by Councillor Terry Fox	2
Section 2	Understanding Our Communities	
	1.0 A Year In Numbers	3
	1.1 Equality Act and Public Sector Duties	10
	1.2 Sheffield Equality Partnership	12
Section 3	Progress and Challenges	
	2.0 Equality Objectives: Demonstrating progress and commitment	14
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	3.0 Reflection	36
	3.1 Appendix - Equality Partnership Report	37
	3.2 Appendix - Annual Workforce Reports	(attached)

Introduction

Although this Annual Report covers the period before the COVID 19 pandemic, it is impossible not to acknowledge it, given that, at the time of writing, we remain in the middle of it.

2020 has been an incredibly difficult year, which most of us will never forget. The pandemic has brought unprecedented changes and challenges for humanity. It is vital that we continue to stand together, support each other and work as a team. From the earliest outbreak to the present date, the people of Sheffield - communities, local businesses, faith organisations; indeed, the whole voluntary, public, and private sectors - have stood together in solidarity to protect our city and especially the most vulnerable. We will continue to support one another whilst building strong relationships and working collaboratively to keep crucial services running. Sheffield City Council is sincerely grateful and thankful for everything you have sacrificed to keep Sheffielders safe.

The 2019/20 Annual Equalities Report consequently is slightly delayed but we have remained committed to producing it. In the below you will read our review of the progress we have made toward reducing the inequalities in Sheffield and an outline of our intentions for the next year, which are aimed at ensuring that equality improves for people who live, study, work and visit Sheffield. Thus, it covers our progress from January 2019 to March 2020 whilst highlighting key priorities for the year ahead. 'Section 3' gives our Equality Objectives which span four years, and we are excited about the difference we intend to make.

Thank you for your interest, and it is my hope that you will help us to achieve our goal of a more equal city in every way.

Yours faithfully,

Councillor Terry Fox, Deputy Leader and Equalities Lead for Sheffield City Council

Cllr Terry Fox

Understanding our Communities

1.0 A year in numbers: Sheffield's changing population



Sex

Sheffield had a total of 287,391 men and boys in 2017. This was slightly lower than the 290,398 women and girls during the same period. This is similar to the national figures. There is very little difference in terms of numbers between men and women at any age apart from when we look at older people. The difference between the sexes in the 65+ age group is 9,086 more women than men.

Sexual Orientation

28,487 – 39,882

The range in number of people in Sheffield who are lesbian, gay and bisexual if the national estimates are applied

600 out of every
100,000

There are no official national statistics on the number of transgender people, however a report by the Gender Identity Research and Education Society suggests a figure of around 0.6%

Source: GIREs 2009

3,418

The number of people in Sheffield who are transgender if this rate was applied to the total population

There are no official reliable figures for the number of LGBT+ community in Sheffield, nor is there a national figure. The range of national estimates vary considerably, the Government use a figure of between 5% and 7%. For the first time, the Census 2021 have included a voluntary question about sexual orientation and gender identity. This may provide further information about the LGBT+ community both nationally and locally.

More information can be found [here](#)

Age

	2011	2018	% change
0-4 (babies & infants)	33,917	32,700	-3.6
5-11 (children)	42,181	47,933	13.6
12-17 (young people)	37,093	36,864	-0.6
18-64 (working age adults)	352,382	371,378	5.4
65+ (older people)	86,183	93,631	8.6
Grand total	551,756	582,506	5.6

According to the 2011 Census and mid-year estimates produced by the Office of National Statistics (ONS) there has been a 5.6% increase in the overall population. The largest percentage change shown below is the increase in the 5-11 age group, followed by the 8.6% increase in people over 65.

All ages, since 2019...

- Since last year the population of Sheffield increased by 2,347 (0.4%) from 582,506 to 584,853.
- In the last year there were 6,044 births and 5,025 deaths in Sheffield. This makes natural change (the balance between births and deaths) 1,019.
- In the last year there were 29,748 internal in-migrants and 32,319 internal out-migrants in Sheffield. This makes net internal migration -2,571.
- In the last year there were 7,882 international in-migrants and 3,950 international out-migrants in Sheffield. This makes net international migration 3,932.
- In the last year changes to special populations (home armed forces, foreign armed forces and the prison population) reduced the population of Sheffield by -36.

Five-year age bands

This chart below shows Sheffield's population by five-year age bands. The black line shows the England average.



“Sheffield’s population is very similar to the national average except for the bulge in 20–24-year-olds. This is explained by the large number of students studying at Sheffield’s two universities: a student body of around 60,000 people” (Joint Strategic Needs Assessment, 2011).

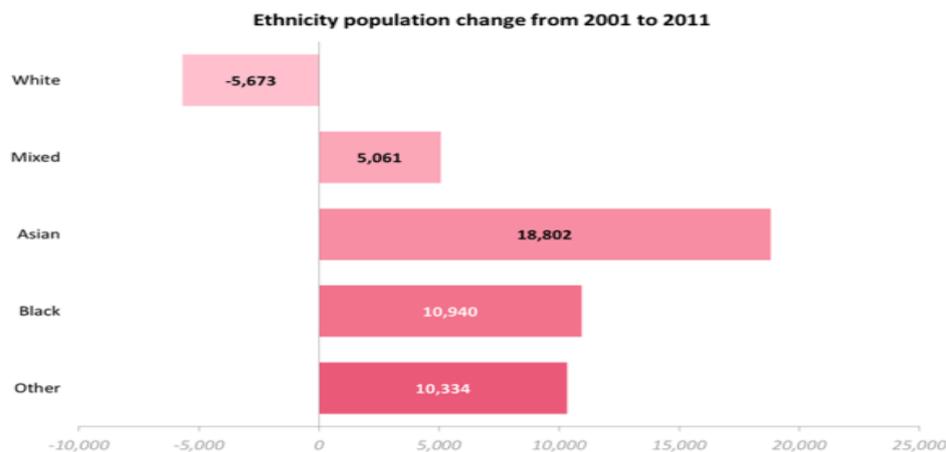
Universities have introduced distance learning for many students, due to various ongoing restrictions for local regions combined with virus outbreaks across the nation. As a result, there could be a decrease in the overall student population in Sheffield. This potential future projection may also be captured in the Census 2021. However, as the Census 2021 is digital first, this may also increase participation yet also cause potential challenges for those who are digitally excluded or experience multiple kinds of inequalities, especially during this unprecedented time. We have worked closely with community groups, stakeholders, and partners across the city to ensure all individuals are represented.

Ethnicity

Sheffield is becoming increasingly diverse, particularly amongst younger age groups. If we look at primary, secondary, and special school pupils we see that around

35.5% of all primary school pupils are from a Black, Asian and /or Minority Ethnic (BAME) background. It is less for secondary school pupils (29.1%). Breaking this down by the wards across Sheffield shows a wide variation between the various areas within Sheffield. Black and Minority Ethnic primary school pupils [5] accounted for 90% of all pupils within Burngreave ward (over 3,000 pupils). This compares with 6% in the Stocksbridge and Upper Don ward.

Broad ethnic group	2011	2001	Change	% Change
White	462,544	468,217	-5,673	-1.2
Mixed	13,289	8,228	5,061	61.5
Asian	44,385	25,583	18,802	73.5
Black	20,082	9,142	10,940	119.7
Other	12,398	2,064	10,334	500.7



The fastest growing group is 'Other non-white' with Arab as the biggest by far (8432/12,398 – 68%). The ethnic group that has had the biggest increase in terms of raw numbers is the Asian population in Sheffield, which has grown by almost 19,000 residents.

Ward Variation

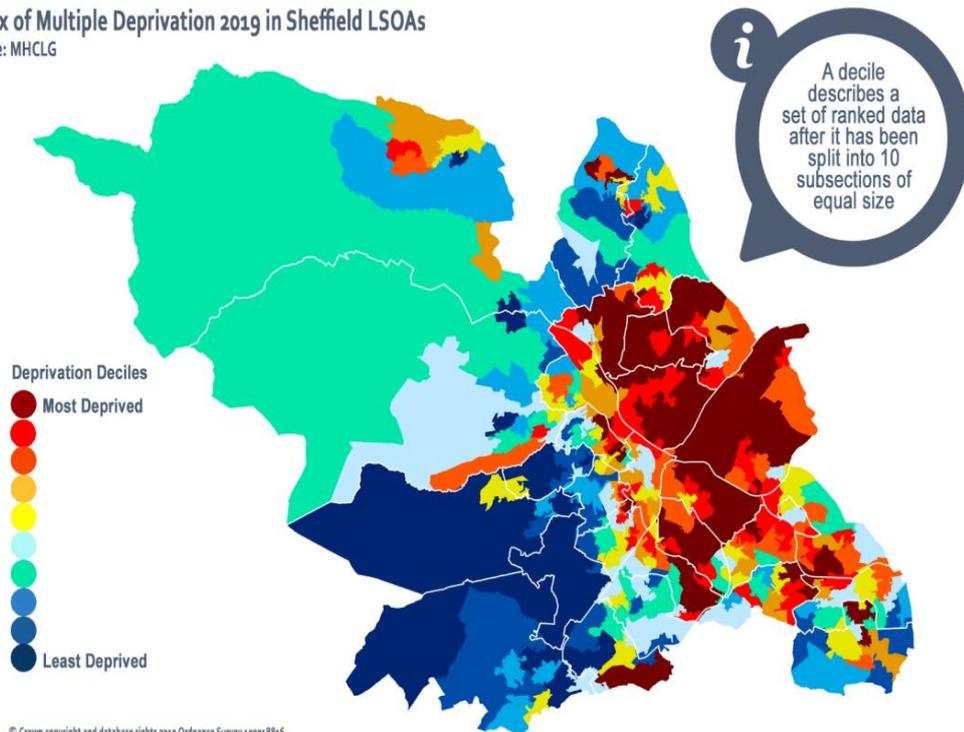
Across the 28 wards in Sheffield, there are wide variations with regarding Ethnicity. For example, within Darnall ward for example, 37% of the resident population are from an Asian ethnic group. Whereas in Stocksbridge & Upper Don only 0.5% are Asian residents. Black residents made up 14.4% of Burngreave's resident population in 2011. West Ecclesfield ward had only 0.5% of its resident population from a Black ethnic group.

2016 Sheffield Ward	White	Asian	Black	Mixed	Other
Stocksbridge & Upper Don	98.1%	0.5%	0.6%	0.6%	0.2%
West Ecclesfield	97.1%	1.1%	0.5%	1.1%	0.2%
East Ecclesfield	96.9%	0.9%	0.9%	1.0%	0.3%
Birley	96.7%	1.1%	0.8%	0.9%	0.4%
Stannington	96.3%	1.2%	0.8%	1.2%	0.5%
Mosborough	96.0%	1.3%	1.0%	1.3%	0.4%
Beighton	95.7%	1.6%	1.0%	1.2%	0.5%
Dore & Totley	94.4%	2.8%	0.7%	1.5%	0.6%
Graves Park	94.1%	2.3%	1.4%	1.8%	0.4%
Richmond	93.8%	1.8%	2.2%	1.8%	0.4%
Southey	93.5%	1.5%	2.0%	2.1%	0.9%
Hillsborough	93.3%	1.9%	1.6%	1.8%	1.3%
Woodhouse	93.0%	2.4%	1.9%	2.1%	0.6%
Beauchief & Greenhill	93.0%	1.6%	2.3%	2.2%	0.8%
Crookes & Crosspool	90.2%	5.2%	1.1%	2.1%	1.4%
Fulwood	89.1%	6.6%	1.1%	2.2%	1.0%
Ecclesall	88.6%	6.8%	1.3%	2.4%	0.9%
Park & Arbourthorne	85.6%	4.1%	5.2%	3.5%	1.6%
Gleadless Valley	84.0%	5.3%	5.5%	3.5%	1.7%
Shiregreen & Brightside	83.5%	5.5%	5.3%	3.8%	1.9%
Broomhill & Sharrow Vale	80.0%	7.9%	5.6%	2.8%	3.7%
Manor Castle	77.8%	7.9%	6.9%	4.1%	3.3%
Firth Park	76.8%	8.3%	6.3%	3.6%	4.9%
Walkley	72.8%	12.7%	5.8%	3.2%	5.6%
City	65.9%	21.9%	5.0%	2.2%	4.9%
Nether Edge & Sharrow	61.4%	26.0%	6.4%	3.2%	2.9%
Darnall	50.1%	37.0%	5.8%	2.8%	4.4%
Burngreave	41.0%	29.2%	14.4%	4.7%	10.7%

Poverty/Deprivation

Index of Multiple Deprivation 2019 in Sheffield LSOAs

Source: MHCLG



Sheffield is the seventh least deprived of England's eight core cities.

Sheffield has a total of 28 wards [4]. The five wards which rank as most deprived within Sheffield are Firth Park, Southey, Burngreave, Manor Castle and Park & Arbourthorne. Ecclesall, Fulwood, Dore & Totley, Graves Park and Crookes & Crosspool are the five least deprived wards in Sheffield.

Religious/Non-religious

According to the 2011 Census data, over half of Sheffield's population identify as Christian 52.5%. The second highest percentage is 31.2% (172,516 people) identify with no religion and 7.7% (42,801) of the population are Muslim. 6.8% which equates to 37,583 people didn't include their religious/non-religious beliefs.

Religion/no belief	Christianity	Islam	Buddhist	Jewish	Hindu	Sikh	Other religion
Population per person	290,299	42,801	2,282	747	3,566	942	1,961

80,217

35% of Sheffield's households have at least one member with a long-term health condition or disability.

103,715

People in Sheffield who have a long-term health condition or disability

Source: Census 2011

19%

Percentage of residents who have a long-term health condition or disability

Source: Census 2011

50,470

People whose day-to-day activities are limited a lot, 9% of the total population

Source: Census 2011

22,500

Number of Blue Badges held by people in Sheffield

Source: Department for Transport 2013

It is important to note the intersection of disability and poverty. 50% of people in poverty are either disabled or living in a household with a disabled person. Working-age carers also face higher poverty rates than average, if they provide over ten hours of informal care a week. Most long-term (two years or more) unemployed couple families with children have at least one disabled adult in the household.

1.2 Equality Act and Public Sector Duties

The [Equality Act 2010 and associated Public Sector Duties \(PSED\)](#) require the Council to have due regard to three areas in the way it works:

1. To **'eliminate unlawful discrimination, harassment, victimisation'**, and any other conduct prohibited by the Equality Act 2010.
2. To **'take forward (advance) equality of opportunity'** between people who share a protected characteristic and people who don't.
3. To **'foster good relations'** between people who share a protected characteristic and people who do not share it.

According to the Public Sector Equality Duty, advancing equality of opportunity and ensuring all social groups can thrive involves:

- Removing or minimising disadvantages suffered by people due to their protected characteristics.
- Taking steps to meet the needs of people from protected groups where these are different from the needs of other people.
- Encouraging people from protected groups to participate in public life or in other activities where their participation is disproportionately low.

The Equality Act 2010 protected characteristics include:

- Age
- Disability
- Race (includes ethnic or national origins, colour, or nationality)
- Religion or belief (or no belief)
- Gender reassignment
- Pregnancy and maternity
- Sex
- Sexual orientation
- Marriage and civil partnership (only in relation to eliminating discrimination)

In essence, everyone has protected characteristics, so the Act protects everyone against unfair treatment.

Understanding intersectionality is an important part of practicing inclusion, promoting equality, and reducing discrimination. It is important to understand how different facets of one's identity contribute to our unique perspective and the ways in which different layers of one's identity overlap with one another.

Sheffield City Council carries out [Equality Impact Assessments](#) (EIA'S) as one of the ways to meet our Public Sector Duties. An EIA is an evidence-based tool and through it, we seek to ensure that all proposals, policies, practices, projects, and processes promote fairness and remove any barriers to participation or potential disadvantage for a particular social group.

Our EIA process also enables us to consider **cumulative impacts**, which could be cumulative year on year or due to different proposals impacting on the same group. Our approach helps us identify these impacts and to make positive changes where possible.

We take a **proportionate approach** to carrying out EIAs, focussing on those areas of high impact and risk. Through our 'live' EIA process we monitor closely any adverse equality impacts, as reductions and changes in provision can occur during implementation and delivery.

In addition, as a Council we have taken a decision to go **beyond our statutory duty** and the protected characteristics and assess the impact on the voluntary and community and faith sector (VCF), poverty, carers, armed forces and health and wellbeing. We believe this approach gives us a wider understanding of the potential impacts of policies and projects in the city. EIA's are attached to relevant decision-making documents and are published as part of the meeting documents e.g., [meetings of the Councils Cabinet](#). All EIA's are also available on request.

2019-209 Budget EIA

We ensure all **budget related proposals** have had appropriate EIAs and that there is suitable consultation undertaken with stakeholders, including people who use services, service providers and staff. We undertake both a corporate [Council wide Budget EIA](#) on the budget as a whole, as well as individual EIAs on the various proposals that are being recommended. The budget EIA provides a **summary of the potential areas of impact**. This is noted in more detail later in the report.

Improving Practice

We continually test our practice with regards to EIA's to ensure our processes are effective in identifying and mitigating the potential negative impacts of our policies and projects. In 2018 we undertook an Audit of our EIA process and we are currently implementing recommendations from it. Some issues identified were in relation to consistency of approach across portfolios, ensuring all reports have the EIA attached and some issues the SharePoint platform we use.

1.3 The Sheffield Equality Partnership

To tackle prejudice and promote understanding, we set up and support the **Sheffield Equality Partnership (SEP)** (formerly known as the Equality Hub Network), which brings people from under-represented communities and decision-makers together, to ensure a more diverse range of voices are heard across the Council and city.

The Sheffield Equality Partnership consists of 7 Partnerships and a Committee that brings everyone together. There are also Cross-Partnership Working groups on issues such as Hate Crime and Health. The Partnerships help hold decision makers to account with the shared goal of creating a more inclusive and representative society for all. The SEP represents the following communities:

- ❖ Age (inter - generational)
- ❖ BAMER (Black, Asian, Minority Ethnic and Refugee)
- ❖ Carers
- ❖ Disability (all impairments)
- ❖ LGB & T+ (Lesbian, Gay, Bisexual, Trans, other sexual orientations, and identities)
- ❖ Religion & Belief (inc no religious belief).
- ❖ Women

In 2019 there was a Council-led review which examined the impact they have had, how well they are currently running and what could be done to ensure their efficacy and sustainability for the future. It found that they are now well-established and respected with functional structures and effective support. It is clear however, that with some changes, they could achieve a greater impact on both the Council and the city more widely; ensuring that the views of diverse communities become an integral part of policy making. The review made a number of recommendations about how they should evolve over the next three-year period.

Later in 2019 we had some significant difficulties with differences of opinions between the different Hubs and individual representatives. The Board of the Network was suspended as a result. A further mini review was carried out to build on the earlier one to establish a way forward. As a result, we have refreshed the terms of reference, agreed we did not need a Board and changed the name to reflect the real partnership work undertaken.

Throughout the past year each group has worked in the new way and we have established a new committee. This is comprised of a) the VCF support organisations that we grant fund for their expertise in running the partnerships, b) Council representatives including the Cabinet Lead for Equality and Executive Management Team lead (Executive Director of Resources) and c) Council representatives from the Equalities and Engagement Team.



The Sheffield Equality Partners

- ❖ FaithStar
- ❖ Carers Centre
- ❖ Disability Sheffield
- ❖ Together Women
- ❖ Age UK and Sheffield Futures
- ❖ LGBT+ Sheffield

Equality Partnership Organisation COVID 19 Engagement

During the current pandemic, community led organisations; mainstream services and society in general have faced very challenging times. It is vital that we acknowledge and continue to value the local voluntary community and faith (VCF) organisations, community leaders, local businesses, statutory mainstream services and the kindness of the citizens of Sheffield, for all their hard work, dedication and support throughout this unprecedented time.

Sheffielders, partners, stakeholders, VCF organisations, local businesses have all responded in various ways and continue to work tirelessly in the face of the disproportionate impact of COVID 19 on particular social groups that are already experiencing a range of inequalities.

The value of the existing partnerships and organisations has been crucial. As a Council we have been able to work with all of our support organisations during the pandemic.

At the end of the report please see Appendix 1 which provides a small snapshot of the ongoing work of the equality Partnership/Hub support organisations have undertaken during COVID 19 early stages.

Progress and Challenges

2.0 Equality Objectives: Demonstrating progress, commitment and looking forward

This section sets out and explores a variety of activity during the year across various Council departments.

In the context of our overarching strategies and policies, the following examples illustrate how we are delivering a range of activities that contribute to equality across Sheffield and help us achieve our equality objectives and meet our statutory duties .

Objective 1: Strengthen knowledge and understanding of our communities

Sheffield is a diverse city, made up of thousands of people from all walks of life. It is crucial that we know who lives in our city, who works for the council, who uses our services and how these figures are changing to ensure that we provide the best possible service to everyone. We also need to understand whom we are not reaching, who is not talking to us and who may not be accessing all the services they are entitled to. For these reasons, we are committed to engage and consult widely, to gather better data about our communities and use this data for good. We aim to ensure that we have the conversations with Sheffielders to best understand how to make this city as great as it can be.

James Henderson Director of Policy, Performance and Communications is the Senior Equality Lead for Objective 1

Our 3 Aims

As a Council we want to provide high quality and accessible services that deliver what matters most to our diverse communities. We know that good quality information leads to well informed decisions, which in turn impact on the suitability and quality of services

Aim 1 – We will improve the data we hold about people who use our services in terms of consistency and robustness. This will include capturing improved equality monitoring data to enable us to better understand people’s needs and levels of satisfaction.

Update: We have updated our Equality Monitoring forms which are used by most of our services to ensure they meet current best practice, legal Duties and as advised by local community groups. As a council we continue to analyse and collate information on city demographics to inform our decision making. We produce an overview of [Sheffield’s population](#) (largely based on data from the [2011 census](#)) and a set of [Community Knowledge Profiles](#). Our [Community Knowledge Profiles](#) provide information about a number of Sheffield’s diverse communities (including many of the protected characteristics under the Equality Act 2010) and cover topics such as population, language, employment, education, health and housing.

Priority for next year: We still need to gather and centralise better data on the people who access our services across the Council, it is currently too inconsistent. We are currently looking at commissioning new CRM software which will allow us to do this and are discussing the best way to collect equalities data from people who contact the council without impeding the speed or efficiency of their service. Developing consistency will be a priority over the coming months in a new monitoring project.

Aim 2 – We will work with the people of Sheffield and our partner organisations, including the voluntary, community and faith sector, to ensure data and knowledge are used to deliver joined up approaches to the big challenges that affect the city and our communities. Data on equalities will also be used to ensure we set a fair and evidence-based budget for the council.

Update: Good quality, open data on equalities is a priority for Sheffield City Council. Community Knowledge Profiles and the information on the Joint Strategic Needs Assessment are publicly available. We publish the JSNA on our [ESRI open data platform](#). This includes interpretation, analysis, maps, photos, graphics, and graphs as well as actual data sets on sex, ethnicity and age profiles as well as transport, education and housing – all of which can be freely downloaded.

Tackling inequality is a key value of the Council and was considered throughout our budget process. We believe it is vitally important that we understand how the difficult decisions taken by the Council impact on different groups and communities within the city, and that we take action to mitigate any negative impacts that might be identified.

The Council-wide EIA and the 69-individual service EIAs on budget proposals 2019-20 that underpin it were focused on the impact on the protected characteristics in the Equality Act 2010. We also go beyond our statutory duty under the Equality Act 2010 to assess the impact on health and wellbeing, the Voluntary and Community Sector (VCS), poverty and financial exclusion, carers, armed forces and cohesion. We believe that this gives us a wider understanding than the statutory framework would without these additions.

The overarching Equality Impact Assessment for the budget was based upon the EIAs completed by services for each budget proposal. The EIA is not however a one-off task; instead, it was an ongoing process that develops and evolves over time. Therefore, the budget EIA is a reflection of our current understanding of the impact but not necessarily how the impact may look in three- or nine-months' time. All reports outlining a budget reduction proposal include an outline of the key findings of the EIA undertaken for that Budget Saving Proposal

The impact assessments have helped us identify, and avoid or mitigate, these impacts. There could, for example, be disproportionate impacts on certain geographic locations or different parts of the population, such as younger or older people, women or men, disabled people, Black, Asian, and Minority Ethnic (BAME) communities or lesbian, gay, bisexual, and transgender (LGB &T) communities etc. It is also important that we consider the cumulative effect of any decisions made on these groups. This could be cumulative effect of any decisions made on these groups. EIAs also help us identify and make positive changes wherever possible.

Priority for next year

We will ensure we consult with all communities across Sheffield and undertake an overarching EIA and individual EIA on all budget proposals. We will also evaluate the impact of this year's budget and take that into account via looking at the cumulative impact of proposals.

Aim 3 – We will improve the information we hold about our diverse communities including around influence, engagement, and cohesion. We will continue to undertake a broad range of consultation and engagement activities to inform decision making and will support underrepresented communities to raise issues and put forward solutions.

Update: We have recently restructured the Equalities and Engagement team to allow us to focus more on engagement in all its forms. In 2019 we carried out 116

consultations with over 29,000 responses on [Citizen space](#), our digital platform for consultation. The Clean Air Zone consultation received an enormous 11,875 responses and [The Big City Conversation](#) consultation received 3,800 responses alongside a high-profile public engagement campaign involving hundreds of conversations around the city about what people think about Sheffield. These responses will inform the Sheffield City Council governance review and a number of priorities going forward into 2020.

Priority moving forward

We will utilise the responses to the public consultations such as the BIG City Conversation to inform decision making. This will be in various ways such as improving on our equality impact assessment process.

We will further develop the Equality Partnership to ensure what we are hearing from partners is feedback into Council decision making. We will work with Scrutiny Committees to ensure that relevant topics and issues from the Partnership are reported on.

Much of 2020 has been overshadowed by the COVID-19 pandemic and its impact particularly on vulnerable groups. This has shaped many of our priorities in 2020. We have carried out a range of rapid Health Impact Assessments such as the Coronavirus (Covid-19) Rapid Health Impact Assessment, created community response teams, held virtual discussions with various groups of people belonging to one or more protected characteristic with the central focus of the impact of COVID-19. We understand the importance of capturing all diverse realities and ensuring all voices are heard especially during such an uncertain time in history.

We aim to continue to build stronger relationships with a wide range of diverse groups across Sheffield. Throughout the current pandemic, this has been carried out through virtual online discussions, focus groups, surveys, questionnaires, reports, steering groups and research. This invaluable contribution and participation from members have been directly communicated to policy makers, councillors, boards and contributed to Health Impact assessments.

Objective 2:

Ensure our workforce reflects the people that we serve

Sheffield City Council is a major employer in the city and beyond, with 7,456 employees. We know that having a diverse and representative workforce is the best way we can understand and meet the needs of an increasingly diverse city population. We aim to recruit, retain, and develop staff who are encouraged to bring their full selves to work, sharing with the organisation the benefit of diverse backgrounds and experiences. We also know that there are some staff groups which have lower morale than others and we have prioritised work in understanding and improving this.

Mark Bennett, Director of HR and Customer Services and the Senior Equality Lead for Objective 2

Our 3 Aims

We will continue to promote inclusion, fairness, and accessibility in our workforce, whilst raising our workforce diversity. A representative workforce will help us deliver services that are accessible, appropriate and that help reduce inequalities. Despite progress over recent years and in a period of continued economic challenge, we still do not have a workforce that reflects the diversity of the city, particularly at senior levels. We also have notable differences in the experiences of some staff groups with regards to morale and opportunity.

Aim 1: We will work towards achieving Disability Confident at Level 3 (currently level 2). We will also undertake work to further understand and respond to lower morale scores for disabled staff to try and bring them in line with non-disabled staff.

Update: We are working towards Disability Confident Leader status (Level 3) and we are currently Employer status (Level 2). The Council is required to renew this assessment this year. It has always been the aim of the Strategic Equality and Inclusion Board to continue our journey and become a [Disability Confident Leader](#). We are exploring the recruitment and selection of disabled and BAME candidates through Recruitment & Selection deeper dive report, whilst also supporting external validators to support our Disability Confident assessment. Whilst disabled employees remain an under-represented group in our workforce at 11.58%, we know that this profile has increased. As we also know that almost half of our disabled workforce are disabled because of ill health, also associated with the age profile of our workforce, we continue to use the [Disability Confident](#) framework to improve our employment practices and support for our employees.

Priority for next year:

Continue on the Disability Confident journey, we are committed to improve support for disabled employees as we know that recent Employee Opinion Survey results indicate that our disabled workforce are less satisfied in the workplace. This may involve challenging and changing practice and if we are successful in achieving Level 3 status there will be an expectation that we support and advise other organisations to start or improve their Disability Confident journeys. We already have established networks that we can develop to support this work.

The Level 3 leadership role of Disability Confident also aligns with Objective 3 of the new Equality Objectives - Lead the city in celebrating diversity and promoting inclusion.

We recognise the benefits disabled people bring to the workplace as they have lived experience of disability and tend to be better at understanding issues for disabled customers and colleagues.

As a public sector organisation, it would only feel appropriate that we achieve the highest level of accreditation and meet its criteria fully in both our application and implementation. This would also meet our ambitions under our recruitment drive to be an 'employer of choice' that embraces diversity and inclusivity within the workplace.

Aim 2: We will work to increase the diversity of top earners from the following groups, BAME (Black Asian Minority Ethnic), Women, Disabled People and LGB; based on Chief Officer grade and equivalent. This will be covered in our Equality Diversity Inclusion action plan, workforce data report and the deeper dive report.

Update: We recognise that this is an ongoing serious challenge for the organisation. Although overall diversity is slowly increasing our senior level diversity is a mixed picture going up in relation to women but has gone down in other areas such as disability. After falling last year there is a slight increase in relation to BAME senior level diversity to 7.4% but that is still lower than 3 years ago when we were over 9%. We also know there are differences between ethnicities and different impairments. We will need to look carefully at the issues within each group. We will look to review progression within the organisation and identify barriers to this.

There are significant differences between portfolios and Portfolio plans must look to act in these areas. We need to analyse and challenge our current recruitment, selection, progression, and retention practices across the Council. See Section 2 for more detail.

Priority 2020

We need to further develop training including for managers including modules around key issues such as unconscious bias, disability confident, cultural awareness and inclusive leadership.

Portfolios to set actions and targets appropriate to their situation, given the differences between them.

Aim 3: We will increase awareness about the support available to carers within our workforce. In response to lower morale scores, we will undertake further work to understand the challenges carers are facing and what can be done in response, with a view to bringing scores in line with non-carers.

Update: Following feedback from the employee survey that highlighted this group of employees have lower morale compared to other groups, a workshop was held in February 2019 that was well attended by carers in the Council's workforce. The workshop discussed several issues including the impact of caring on their work/life balance, wellbeing, performance at work and sickness. This information was shared at the Strategic Equality and Inclusion Board and actions were captured on the EDI Action Plan. As a result of this work a request was made to the organisation to consider offering an element of paid carers' leave. HR researched into what other organisations offered and consulted with the Trade Unions and accordingly updated SCC policies to include up to 6 days paid carers' leave. This was launched with effect from the 1st of April 20 and processed via the MyHR/iManage system.

Priorities for next year: Future actions include lunchtime learning; encouraging more Equality Champion stories for carers; inviting carers to speak at manager events'; promoting Carers' week in June and re communicate the new policy.

We will also look to ensure that the staff survey looks at other characteristics as in previous 5 years disabled employees had the lowest opinion.

We will seek to ensure we address and target all opinion that is lower than the SCC average not just carers.

Objective 3: Lead the city in celebrating diversity and promoting inclusion

Sheffield has always been a friendly city, never short of a reason to get people together and this year is no different. We have supported great city-wide events such as SheFest, Pride, Holocaust Memorial Day, Black History Month, Peace in the Park and many others. Work continues apace with our effort to reduce the impact of poverty on the city which we know limits people's chances in life. We have invested in major capital projects for the city which will increase accessibility and public safety for a number of groups. With our Heart of the City 2 project, we continue to improve the public realm and are promoting the Real Living Wage with employers who are moving into the scheme.

We have recently renewed our contract with AccessAble which means we provide quality access information about many businesses and attractions in the city and have a strong relationship with the police, making Sheffield a safe place to live, visit and work.

Nalin Seneviratne, Director of City Centre Development and the Senior Equality Lead for Objective 3

Our 3 Aims

As a Council we want to lead the city in celebrating and promoting our diversity and the benefits and opportunities it brings. We will continue to promote inclusion, fairness, and accessibility, whilst raising the profile of Sheffield as a great place to live, study, work and visit.

Aim 1: We will work with our partner organisations across all sectors, to celebrate and promote our diverse city locally and nationally. We will support and promote events and activities that celebrate and raise awareness with our diverse communities.

Update: In 2019 Sheffield celebrated diversity in all its forms. **The Sheffield Equality Partnership Organisations** (formerly known as The Equality Hub Network) held regular meetings for each of its hubs (Age, BAMER, Disability, LGBT+, Religion and Belief and Women's) with hundreds of people attending. SCC has sponsored and supported several events which promote diversity including Pride, the Holocaust Memorial Day Vigil, She fest and many others. We have also produced a number of short films celebrating Black History Month, Disability History month, LGBT+ History Month and International Women's day which we have promoted on our social media accounts and which have received a great deal of views.

We are currently developing a set of **Engagement Standards** to update and renew our commitment to high quality engagement that is embedded through all areas of the Council. These standards will help to give our staff the tools to ensure that every piece of engagement we carry out is inclusive, reciprocal and benefits the future of Sheffield.

[AccessAble](#) is an online accessibility guide that gives up-to-date information on a venue's access details. We understand that ensuring people's comfort and safety in public places is something that is even more important as people adapt to lives after Coronavirus and AccessAble is going to play a key role in helping us to do this. We have recently renewed our contract with AccessAble. The information includes photos, facts and figures on places like restaurants, hotels, and Council buildings, which is collected by AccessAble's surveyors and updated annually. The guide is accessible via the website or the app.

Priority: To review the Sheffield Equality Partnership (former Equality Network Hubs) and further strengthen their intersectional work across the city to ensure that residents, employees, students, and visitors feel Sheffield supports and welcomes them. Develop a set of engagement standards to ensure creative, meaningful, reciprocal, and honest engagement and strong relations are present across and/or within VCF organisations, partners, stakeholders, local businesses, and communities.

Further promote AccessAble to key stakeholders, communities, VCF organisations, local businesses, schools and to the population of Sheffield.

Continue to celebrate and acknowledge the various awareness days throughout the year by organising events, writing literature, providing resources to educate and raise awareness with a creative approach throughout. A more virtual approach will be adopted in response to the current pandemic.

Aim 2: We will continue our work to tackle poverty and promote social justice, including through the Fairness and Tackling Poverty Partnership and Making Sheffield Fairer campaign Group. We will raise awareness of the Fair Employer Charter and Living Wage with employers in the city; and will ensure our commissioning processes are fair and inclusive.

Update: During 2019, internal reorganisation moved the strategy work around poverty and fairness. This has been used as an opportunity to re-establish the governance in this area and refresh the approach. Both the Fairness & Tackling Poverty Partnership and the Making Sheffield Fairer (MSF) Campaign Group held workshops during 2019 which were aimed at re-energising the partnership work and clarifying shared purpose and ambitions. The work on re-launching the Fair Employer Charter is being taken forward by the MSF campaign group in partnership with the new leadership at the Sheffield Chamber of Commerce.

More broadly, we continue to work on existing priorities: for example, funding was identified to continue to deliver Holiday Hunger and activities continue to run across the city. A range of voluntary and community organisations are now commissioned through the People Keeping Well framework to deliver Holiday Hunger activities – now renamed “Healthy Holidays.” Around 8000 meals were provided to parents, carers, children and young people during the summer of 2019.

Priority for 2020

Continue to commission the Healthy Holidays and work to increase the money available to do this work.

To work on the re launch of the Fair Employer Charter.

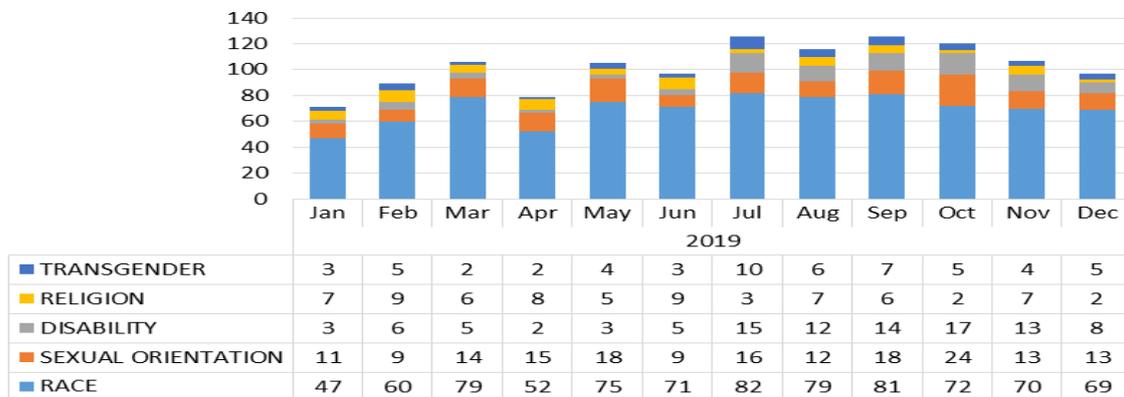
Aim 3: We will continue to support citywide work to ensure our city is an inclusive and accessible place to live, work, study and visit. We will work with our partner organisations to raise awareness of hate crime and how it can be reported; and will continue to challenge discrimination, bullying and harassment.

Update

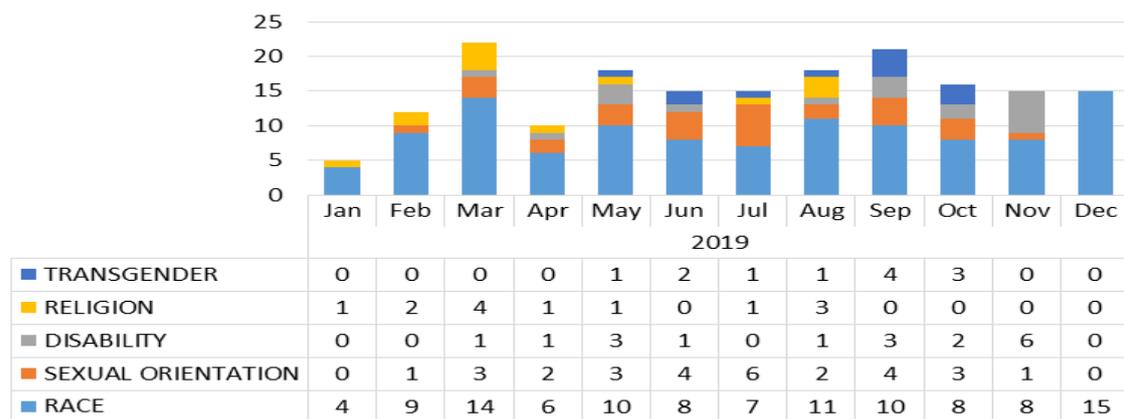
Access: We continue to invest in providing high quality access information about key venues in the city via AccessAble. We will work to ensuring more venues are embedded in our website.

Hate Crime: A report on hate Crime in 2019 came to the Strategic Equality Board in March 2020.

Sheffield Hate Factors Recorded on Crimes Committed in Current Period



Sheffield Hate Factors on Non-Crimes Committed in Current Period



The majority of hate crime that is reported to SYP is of a Racial nature – 80%. Other identified groups such as Disability, Sexual Orientation and Transgender are more widely unreported.

We know that hate crime in general is massively under reported. This is because

- A lack of understanding as to what Hate Crime is.
- Not knowing how to report it.
- Not having the confidence to contact an authoritative organisation.
- Lack of trust in the police.
- Thinking that nothing will get done about it anyway.
- Fear of further abuse if the offenders are dealt with.

Priority 2020:

Continue to build confidence

Sharing reports with partners

Third party reporting centres

Review work of Stop Hate UK and telephone line

Increased front-line staff training
Shared IT system
HR to continue to re communicate the internal process/route for reporting hate incidents and hate crime
Increase Victim Support – visits to repeat victims of hate crime.
Hate Crime Priority Group, Community Safety Partnership

Objective 4:

Break the cycle of inequality and improve life chances

Sheffield is both a caring city, and a divided one. We know that on one side of the city people can expect to live in good health for up to twenty years less than people in the most wealthy parts of the city. In terms of disability: the most deprived people in the city have a 60% higher level of long-term conditions than the least deprived. We know that good quality housing, health and social care, education, training, and employment can help to mitigate the impact of poverty and inequality and we continue to invest in supporting the most in need to access these services.

Carly Speechley, Director of Children and Families and the Senior Equality Lead for Objective 4

Our 3 Aims

We know that some groups experience poorer life chances than others and that poverty can be a significant factor in determining life chances and wellbeing. At a local and national level there are also areas of persistent inequality which remain a considerable challenge. We will continue to focus on those in greatest need to ensure that people can access services and support that works for them.

Aim 1: We will focus on improving health and wellbeing in the city, especially for groups that experience poorer outcomes. We will ensure decent, inclusive, and accessible housing that promotes wellbeing. Health inequalities will also be a key focus of our revised Health and Wellbeing Strategy, and we will continue to join up and improve health and social care services to provide high quality and accessible care.

Update: Health and Wellbeing: In 2019 the Health and Wellbeing Strategy was launched by Sheffield's Health and Wellbeing Board. It focuses entirely on combating health inequalities stating "*Inequality is bad for everyone: places that suffer from greater inequalities have worse overall outcomes, across all population groups, areas and communities. This makes tackling inequality a whole population issue*". The strategy has this as its goal "*We will close the gap in healthy life expectancy in Sheffield by improving the health and wellbeing of the poorest and most vulnerable the fastest*". It takes a whole life course approach aiming to reduce inequalities at every stage of people's lives emphasising healthy ageing from pre-birth through to the end of life.

More information can be found [here](#):

Accessible Housing: The Council began building 36 new accessibly designed homes in Birley, including four homes designed for wheelchair users. It also submitted a planning application for 73 new accessibly designed homes in Arbourthorne. Building work on 8 new council apartments for people with learning disabilities was begun in May 2019 and planning approval for a further 8 new council apartments for people with learning disabilities was secured in October 2019, both in Parson Cross. The Council's Strategic Housing Service began collaborating with regional partners as part of the Transforming Care Programme, the group will ensure a more joined up approach between health, housing and social care partners when identifying current and future housing needs for people with learning disabilities, autism and severe mental illness.

Older People: Research supported by the Council into the housing aspirations of older homeowners in Sheffield began in 2019. It's anticipated that the research will help to shape the support and types of new homes delivered by the Council in the future. Planning approval for 132 units of specialist accommodation Older Persons Independent Living (OPIL) scheme in Parson Cross was granted in October 2019 and work on site is due to begin in February 2020. Alongside this, Pre-design work for two new Council OPIL schemes in Gleadless Valley and Birley was commissioned in 2019. Together, the schemes are expected to deliver around 155 new units of specialist accommodation for older people. Research by a PhD student supported by the Council into the housing aspirations of older homeowners in Sheffield began in 2019.

Gypsy and Traveller Accommodation: The new *Gypsy and Traveller Accommodation Need Assessment* (GTANA) covers the period 2019-2024. It considers the current need for Gypsy and Traveller accommodation in Sheffield and provides an evidence base to inform the Draft Sheffield Plan.

Rented Accommodation: The *Sheffield Community Investment Deal (SCID)* provides support to communities experiencing high and unexpected volumes of immigration. As part of this project, Private Housing Standards began work to address issues of poor property condition and management practice in the east of the city, with particular focus on recent migration into the area. The intervention aims to improve the housing conditions of residents living in the private rented sector and who are often highly vulnerable.

Homelessness: The implementation of the Homelessness Prevention Strategy 2017-2022 is underway. A key element is the engagement and representation of our customers and service users, especially including those who are homeless or at risk of homelessness, this is traditionally a difficult to reach and non-engaging demographic. So far, we have actively sought the voices of our service users to obtain a rich understanding of their experiences of the service we provide along with their aspirations. We have helped our customers visualise their 'ideal lives' and the steps required to reach them.

Aim 2: We will work with partners to ensure there are effective pathways into education, training, and employment (including apprenticeships) to enable young people to fulfil their ambitions. We will continue to work with schools and partner organisations from early years onwards, to ensure children have a great start in life and to close attainment gaps for disadvantaged pupils and children with SEND (special educational needs and disability).

Update: We have established employment and skills programmes which have been designed to help, guide, and support vulnerable and marginalised adults towards and into sustained employment. We work with partners in the community, voluntary and private sectors to deliver programmes for us. Our apprenticeships scheme incentivises employers to recruit disadvantaged 16-18-year-olds and other vulnerable people who may otherwise encounter difficulties accessing the labour market and our apprenticeship programmes encourages and supports the creation of on-the-job-training roles, helping to generate approximately 250 new employment opportunities every year.

In Autumn 2018 we started the refresh of Best Start, our previous Early Years Strategy which we had launched in 2015 after detailed discussions with health, council departments, schools, private and the voluntary, community and faith sector. The review started in Autumn 2018 with stakeholder workshops. The review was ongoing by the end of time frame of scope of this Annual Report.

We have developed a detailed Strengthening Inclusion programme by planning for and making investments into areas and activities, where improvement was required

to strengthen inclusion prior to the Ofsted Area Inspection of SEND in November 2018. The investments underpin the recommendations for improvements that Ofsted identified. For the most complex children we will have a range of sufficient, quality specialist provision as close to home as possible and as part of these investments, two new special schools will be built in Sheffield.

Learn Sheffield is commissioned by Sheffield City Council to deliver the statutory duties relating to school improvement. This began in September 2015 with the three-year commission and was renewed, for a further three years, in September 2018.

Priority for 2020

We have launched a New Inclusion Strategy to support inclusion and the development of this included wide ranging engagement with stakeholders, parents and carers. There has been ongoing work to support vulnerable children and families through our Strengthening Families Change Programme which includes supporting children on the edge of the care systems, families facing domestic violence, increasing the number of local foster carers etc.

The Great Start in Life early years strategy is a refresh of Sheffield's previous early years strategy and sets out Sheffield's ambitions for enabling all children aged 0 to 5 years are able to fulfil their potential including the city's most vulnerable families. This strategy is integral to Sheffield's wider health priority of enabling good health and wellbeing throughout life.

In late 2019, Sheffield City Council was awarded Gold rating by Stonewall for the work in Sheffield that Council services and our partners most noticeably SAYiT and Learn Sheffield have carried out to support LGBT+ young people.

Aim 3: We will work with the Police, health, specialist providers and other partner agencies to tackle domestic and sexual abuse. We will work with communities and interest groups on prevention, and ensuring key messages about healthy relationships, consent and sexual harassment are included in 'relationships and sex education' in the city. We will develop a whole family working on domestic abuse that supports victims and children and holds perpetrators to account; and ensure services are accessible and meet the needs of our diverse communities.

Update: We have worked with a wide range of partners on issues around healthy relationships, bullying and the wellbeing of young people and these are picked up by several groups working across Sheffield, for example the Healthy Relationships Group, the Sexual Health Network, RSE Forum, and the Domestic Abuse Steering Group.

We worked with Learn Sheffield and other partners to produce a Student Emotional Wellbeing resource for school staff. This includes pages on healthy relationships, domestic abuse, body image, sexual exploitation.

The Strengthening Families Change Programme includes a Domestic Abuse Project which aims to change the way the city delivers support to families affected by domestic violence and abuse. The approach has been to move from services being focused on their specialism, to one where families receive an effective service that coordinates responses to their needs. The approach will consider patterns of abuse to achieve lasting change by supporting victims and perpetrators of abuse to break the cycle that couples and families can fall into.

HR are committed and will continue to re communicate internal policies such as domestic abuse.

Priority

We will continue to work with a wide range of partners on issues around healthy relationships, bullying and the wellbeing of young people There has been ongoing work to support vulnerable children and families through our Strengthening Families Change Programme which includes families facing domestic violence.

We recognise the increase in domestic violence following the COVID 19 pandemic and are responding to this through workstreams.

2.1 Our Workforce

As a Council we recognise the importance and value of diversity of our staff, people that live, work, study and visit Sheffield. We are committed to promoting fairness, equal opportunities, respect, and inclusion for all individuals.

We are committed to achieving a workforce that reflects the diversity of all people in Sheffield, across all levels and departments within our organisation. Our [workforce report 2018-2019](#) allows us to ensure that our employment practices are aligned with our Equality Objectives. It is important that we continue to analyse and collate data to further our understanding and continue to improve our workforce diversity. In addition to this, we have an Equality Diversity and Inclusion (EDI) action plan in place to help us to achieve this.

The workforce report provides a detailed overview of our employee's workforce data and we also produce specific reports on protected characteristics. Our data is compiled from our Workforce Census and we use the 2011 Population Census to determine if we are reflective of the city's 16- 65 population.

Sheffield City Council Workforce Diversity Figures 2018-2019				
Carer 10.6%	Disabled 11.58%	BAME 15.02%	Male 39.87%	LGB+ 4.13%
Non-Carer 89.4%	Non-Disabled 88.42%	White British 84.98%	Female 60.13%	Heterosexual 95.87%

The Sheffield City Council workforce as of 31st March 2019 has **7,456 employees**. This is an increase of 151 employees from last year.

Please note: We are aware and have taken into consideration the upcoming ONS 2021 Census data, as we may see changes in population growth together with an increase in declaration.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census (* based on community profile estimate)				
Carer 12%	Disabled 13%	BAME 19%	Male 50%	* LGB+ 6%
Non-Carer 88%	Non-Disabled 87%	White British 81%	Female 50%	Heterosexual 94%

According to the current data, our workforce does not reflect the demographics of the city in relation to all protected characteristics shown above. This under representation is also reflected at Chief Officer Level where there is also a disproportionate low percentage of female employees.

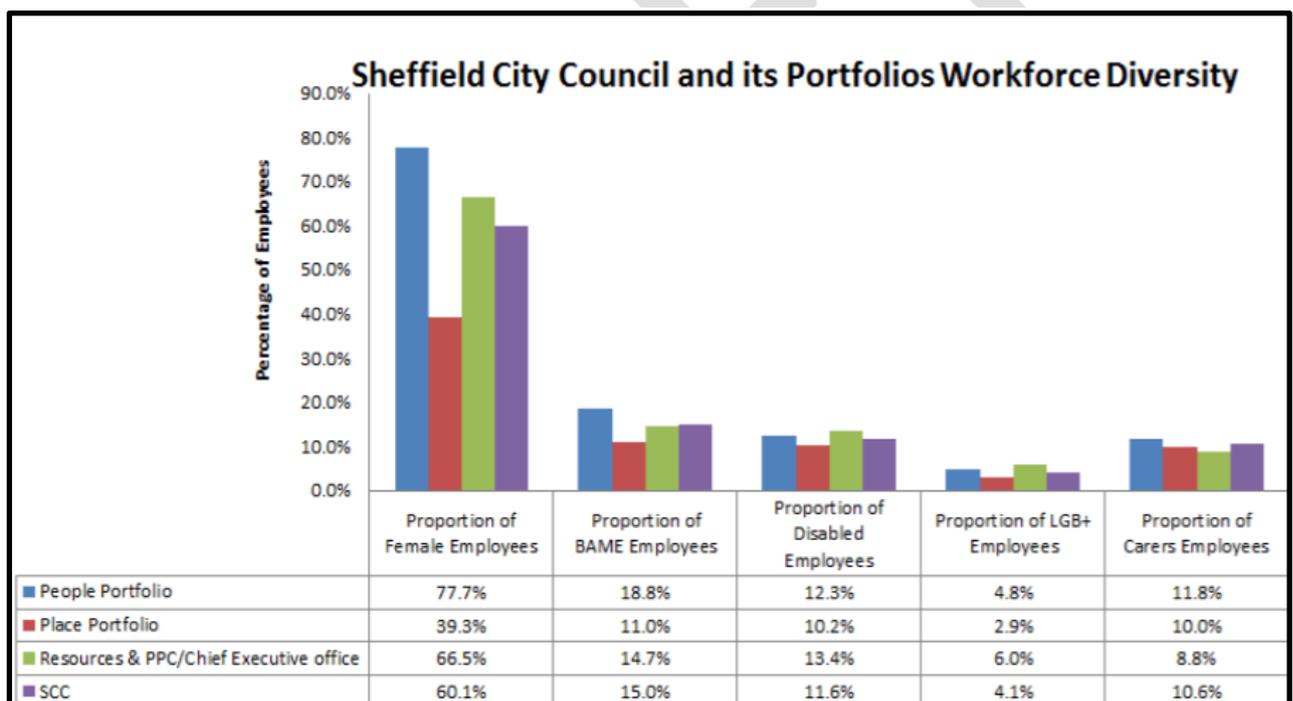
Our analysis shows that our overall workforce diversity during 2018- 2019 has increased across all protected characteristics, with some more than others. The overall trend comparing previous years remains positive.

Key findings from the survey show

- Employees who identify themselves as BAME has risen, except at senior levels
- The number of female employees has reduced by almost 6% over previous years and is currently 60% of our workforce. Although the information suggests a high representation of female employees, we know that almost half of our female

workforce are part time and being almost 3 times greater than our male workforce who work part time (this change when we look at figures as full time equivalent)

- Employees who have declared themselves as disabled have risen and is now at 11.58%. We know that high proportions of our disabled employees are in the higher age ranges (46+).
- Employees who identify themselves as unpaid carers has risen slightly to 10.6%.
- Since 2015, employees who identify themselves as LGB+ has also risen and is now at 4.1%.
- There is underrepresentation at senior levels in most protected characteristics, especially at Chief Officer Grades.



Context/potential reasons:

The over representation of females is significantly more as we have 4 times more females than males in part time workforce. This reflects employment trends as women will generally occupy more part time roles than males.

The increase in diversity is reflected at our lowest grading banding. However, there has been a decline in females in this grade range, and an increase in male employees. Employees who transferred from Kier are on other pay scales, and not included in this data set and therefore this decline is not related with the transfer of Kier.

Although, we have good representation of female employees in our workforce, this isn't reflected at our most senior grades with females being the least represented at this level, closely followed by employees who are BAME.

Leavers and Starters - across all protective characteristics except unpaid Carers, more people are joining the organisation than leaving. For example, people with a disability - 9.3% started (63 employees) and 11.3% (52 employees) left, LGB+ 5.1% started and 1.1% left, BAME employees 23% started and 15% left.

To make sure we have a more accurate picture; we will continue to promote the completion of our **Workforce Census** throughout the organisation.



We undertake our **Employee Opinion Survey** on an annual basis. The survey asks a set of detailed questions and gives our employees a chance to tell us how they feel about things at work, including what is working well and, what might need to change.

We analyse the results of the survey by protected characteristics and share the results with staff. The findings are also shared with our Strategic Equality and Inclusion Board (SEIB) and inform both Portfolio and Corporate Equality Action Plans

Inclusion



- The biggest difference in scores were between disabled and non-disabled respondents at 0.6 points
- The difference between scores for carers and non-carers was 0.5 points, and for BAME and non-BAME respondents 0.4 points.
- There were smaller differences between males and females and LGB and non-LGB respondents

The results from **2019 Employee Opinion Survey** show that most of our employees continue to find the Council an inclusive place to work, with 68% in agreement. However, there are some significant differences in relation to each protective characteristic which will be highlighted below.

For the purpose of this report, the culturally diverse ethnic minorities that are non-white British as belonging to BAME (Black, Asian and Minority Ethnicity) in line with the census and disabled people have a range of impairments. It is essential that this point is made, to reinforce the value of acknowledging intersectionality between various characteristics and further understanding the complexities of categorising people into a monolithic group.

Sheffield City Council subscribes to the Social model of Disability, which is a way of viewing the world, developed by disabled people. “The model states that people are disabled by barriers in society, not by their impairment or difference. Barriers can be physical, like buildings not having accessible toilets. Or they can be caused by people's attitudes to difference, like assuming disabled people can't do certain things” (Scope, 2020).

Findings from the survey show

Sex: the morale score for female respondents was 0.2 higher than for their male colleagues.

Sexual Orientation: overall in comparison to the other categories, the morale score is lowest for lesbian women respondents. Survey results for bisexual respondents have increased by 0.6 points compared to 2018.

Ethnicity: the overall morale score for BAME groups is 6.9 (0.1 increase), compared to 7.0 for White British respondents (0.3).

Disability: there has been an increase in morale score for both disabled and non-disabled respondents. The gap between disabled and non-disabled respondents has decreased slightly, from 0.6 to 0.5 points. This is still the most long-standing issue.

The lowest morale scores were given by those with communication difficulties. People with communication difficulties were also the only group of disabled people whose morale score decreased. Also, respondents with ill mental health returned the lowest morale scores; disabled respondents scores are especially low in relation to Change Management.

Carers: the general morale scores for both carers and non-carers have increased by 0.3 points since 2018, meaning that the gap between the two has remained the same. For most questions, carers return lower scores than non-carers; most of the questions where carers return slightly higher scores than non-carers relate to their managers.

Age: The most notable change is the increase in morale score among over 65s. The increase may be linked to more over 65s completing the survey; response rate increased from 19% in 2018 to 47% - by far the highest increase of any age group.

Religion/Belief: Little variability in morale scores between different religious groups and those with no religious beliefs.

Reflection and Next Steps

At the time of writing this report the Black Lives Matter Movement, combined with the public health crisis COVID-19, has amplified the multiple kinds of inequalities experienced by various intersectional social groups and communities across the world, both nationally and locally.

Recent research and findings produced by Public Health England has shown that [people identified with a learning disability](#) and/or other disabled people and people from the [BAME community](#), older people, and people living in areas of greater [socioeconomic deprivation](#) have been disproportionately affected by COVID-19. This has further exacerbated various inequalities for many people across the city. We will continue to work and actively engage with all sectors to ensure that communities are supported, given equal opportunities to thrive, represented and are consulted.

As a Council, working alongside various partners and stakeholders across the city, we have been involved and are committed in continuing to ensure that equality is at the top of our agenda. The Black Lives Matter movement has played as a huge catalyst for us to look internally and hold our organisation to account.

In 2020 Sheffield City Council set up and is supporting the Independent [Race Equality Commission](#) which will run for one year to provide an independent non-partisan strategic assessment of the nature, extent, causes and impacts of racism and race inequality within the city. The Commission will be holding a series of hearings with key stakeholders and local people from the community. A more in-depth insight and update will be available in the next Annual Report. The links will also give you live access to the work and updates throughout the upcoming year.

We will continue to work together across the Council to have uncomfortable conversations, increase transparency, update employee EDI training, develop inclusive strategies, re-launch/create partnerships, strengthen engagement and actively improve relationships with communities, local businesses, faith organisations, the voluntary, private, and public sector. In order, to tackle the various complexities of inequalities and strive towards a fairer society for all.

3.1 Appendix - Equality Partnership Report

Carers Centre

Emma Dickinson, on behalf of the Carers Centre

Core service: The Carers Centre started planning early prior to lockdown so when it came, they were able to move quickly and staff were working from home with very little obvious disturbance to the service and carers. The Carer Advice Line has continued throughout (within strict confidentiality protocols) along with Carers Assessments. Many of the calls in the early days were around reassurance and 'what if' planning and support. The Carers Centre also worked closely with Adult Social Care to identify and call all of our most vulnerable residents.

Wider support, information and advice: The Carers Centre have issued a regular 'COVID-19 specific' newsletter detailing carer specific guidance and where to get support and help. They also developed a COVID-19 area on the website, and it has had a significant amount more 'hits' on the section on 'developing your emergency plan'.

LGBT+ Partnership

Kath Housley and Councillor Neale Gibson, LGBT+ Sheffield

LGBT Sheffield has been using our social media resources to connect with our community across the City throughout the Covid19 pandemic. We are aware that many of our people have been even more isolated than usual and we have been working on a plan to connect with people who find themselves in this position.

We are working with other bodies in the Sheffield to resurrect the cross-organisation LGBTQ+ meetings to discuss what we can do jointly going into the winter to more effectively reach out to the community. In addition, we have been re-building our website to make this more user friendly and we have also been doing work on our LGBT+ Hub which we hope to open in the city centre to carry out engagement work when it is safe to do so.

BAME Partnership and Faith Partnership

Shahida Siddique, Faithstar

From the start of the lockdown we liaised with Sheffield City Council, Public Health, South Yorkshire Police, Sheffield Teaching Hospital, Sheffield University, Sheffield Businesses, and the Sheffield Voluntary Sector as part of the citywide tactical response team to ensure Faith communities and BAME communities' needs were assessed and responded to as needed. We also linked in with Sheffield City Council communications team and worked on our own communications to ensure key public health messages were being delivered in a culturally sensitive manner and permeating "hard to reach" minority communities. We ensured that the voluntary sector and services such as education, housing, health and bereavement services were connected directly into communities, particular BAME communities by continuing to act as a community link; in addition, we have provided significant amounts of infrastructural support to institutions and community organisations across the city.

Throughout the pandemic we have responded to immediate inquiries for information and availability of resources, providing support as needed. We have been reaching out to Faith and Community Leaders to gauge the early citywide impact and are beginning to map out and coordinate the response to key emerging issues and have engaged with BAME groups and organisations both emerging and long-standing. We have been ensuring that the key institutions in the city were aware both of the unique challenges being faced by grassroots, community led organisations but also of the steps they were already taking to assist those in their communities and the resources and infrastructure that were available to them. We are now beginning to collate data to develop a coproduced, community-led, strategic response paper in recognition of the disproportionate impact of Covid-19 on BAME communities in Sheffield and we are also raising awareness of the lack of quantitative data available to effectively map this impact, such as the fact that ethnicity is not routinely recorded on death certificates.

Furthermore, we have been educating institutions in the city of the reality for BAME communities in Sheffield. We have been signposting towards existing members of our BAME communities, community leaders and individuals rich in lived experience and professional expertise as to the challenges facing Sheffield's BAME communities, and their historic neglect by relevant authorities and opening positions in the city for BAME community leaders to feed directly into strategy and policy development. This was to enable in the short term the distribution of everything from food parcels to maternity care within these communities, and in the long term to begin to identify individuals and organisations that would be valuable contributors and enactors of the citywide BAME response strategy.

Importantly we have been encouraging relevant people and organisations in the city to begin to have those difficult conversations around race and historic structural

inequality, that need to be had in order to understand who is most at risk and ensure that these people are properly represented and reflected in any decision making.

Disability Partnership

Emily Morton, Disability Sheffield

During the coronavirus pandemic Disability Sheffield's main focus was adapting our front-line support provision to people in receipt of health and social care services, in particular developing new support and a PPE distribution service to people who receive a direct payment and employ their own PAs. Alongside this we developed a comprehensive Covid19 information page on our website focused on information relevant to disabled people. This is regularly updated and is directly signposted from SCC website. This information has also been circulated via our weekly news and Facebook pages, as well as through other organisations networks as appropriate. We have been keen to ensure that disabled people can access information that is important to them and that is easy to understand.

Unfortunately, during this period our Engagement Lead was working reduced hours due to ill health and sadly made the decision to leave at the end of August. For a small organisation this significantly reduced our capacity whilst at the same time demand for our services was increasing and whilst the need to ensure the impact of coronavirus on disabled people was highlighted. Our engagement with disabled people has been through our support provision but we have also regularly talked to disabled people about their experiences, identifying and following up on issues that have been highlighted; for example, talking to transport providers regarding face covering exemptions and working with Sheffield BID to challenge discrimination that people have faced in shops. Throughout this period, we have asked for disabled people to share their experiences with us including any barriers they have faced, and we have fed these into to citywide discussions for example Access Liaison Group, Community Hub's Forum, COVID-19 Outbreak Board, temporary street layout changes, Healthwatch Sheffield update reports as well as at a national level.

Our Sheffield Voices group has engaged with a large number of people with a learning disability or autism and by meeting virtually twice a week they have produced videos talking about their experiences during lockdown and through these discussions have fed into regional and national work. Due to the large number of surveys developed during this time we decided to promote the existing ones, for example Healthwatch Sheffield, rather than develop our own to capture people's experiences. We are currently talking to DPAC (Disabled People Against the Cuts) with regards to developing a survey this autumn to gather views, opinions, and experiences.

Age Partnership

Joanna Woodward, Age UK

Age UK delivered prescriptions and essential items to people who were shielding or self-isolating in the community, we also signposted to and work collaboratively with local volunteer organisations such as the Covid19 Hubs, VAS and Sheffield City Council. We made welfare calls and completed RAG assessments done throughout lockdown and weekly phone calls made wherever needed. Age UK also assisted the local Covid19 volunteer network in building a list of local delivery services and contact numbers for their volunteers to deliver information leaflets. We launched the 'Gift a smile campaign' where schools and parents at home with children sent in pictures, cards and messages that were distributed to nursing homes, residential homes and went out in emergency food baskets and gift packs across the city. All of our existing activities were replaced with virtual activity and people were supported with a guide we created to help them get online and encourage them to continue in their normal social routine.

We have liaised with Age Better in Sheffield to continue planning and operating Age Friendly, capturing people's positive experiences and stories from this unprecedented time. In addition, throughout lockdown we designed a forward-thinking portal system for voice and influence. This system will ensure that we can offer people a way to feed into future planning and consultations. The Age Hub will be able to provide feedback, be part of a steering group, volunteer to assess businesses for our new Age friendly Business Kite mark and do spot checks. There will be a new space on our website which will contain links to Citizen Space and other organisational consultations.

Young people partnership

Emma Hinchcliffe, Sheffield Futures

From the beginning of lockdown, we worked with young people to develop and deliver 4 weeks of social media content aimed at encouraging the young people to engage in activities such as baking and creative writing. We also worked with young people to develop a young people friendly poster of the lockdown rules so that it could easily be understood that was distributed through various channels including social media. We heard from young people that they had major concerns about education, we worked with youth voice groups throughout Yorkshire and Humber via the Youth Work Unit to feed in concerns around education and young people's needs moving forward which were then taken forward to relevant MP's and ministers. We have supported 5 young people to take part in media training from Shoutout UK and attend a session with a journalist from Sheffield Star. One young person later had their article on mental health

needs during lockdown published in the Sheffield Star and another young person had their article on lockdown and technology recorded and aired on billboard TV.

We have continued to promote various local, regional and national opportunities and consultations to young people which include several consultations including, Euro desk experience during Covid-19, policing the pandemic, the government summer grading consultations, the rapid health impact assessment survey, and the Sheffield Street tree working strategy consultation as well as the BYC votes at 16 petition and an opportunity to get involved in the Beat freaks National Youth Trends Advisory Group. Furthermore, we have supported young people to feed into a Sheffield City Council media team consultation on the government guidance for Covid-19 and what would help young people follow them. Recently, in July, we were approached by Sheffield City Council to consult with young people on changes to their online usage due to lockdown. This consultation was conducted with Sheffield Youth Cabinet and Sheffield Young Advisors as well as asking detached youth workers to find out from young people they encounter throughout the month.

Women Partnership

Together Women Tracy Haycox

Together Women have spoken with girls and women aged 13-72 years about their experiences during COVID-19. The girls and women reported common themes around loneliness and mental health since the original lockdown in March 2020.

The lockdown has given us the opportunity to try new innovative ways of working, some of which we will continue after. For example, we have been delivering a virtual timetable which includes several different groups and activities such health and wellbeing groups, stress management, evening quizzes and craft sessions. These have given the women access to a range of support and group work activities online and have provided social interaction and reduced the feeling of isolation. Together Women have been able to provide services to girls via Zoom in the form of GEMS Café in a box which is an online project where girls are sent parcels of ingredients and cook, eat and chat online with Together Women's Engagement Worker who guides them through the cooking process and facilitates conversation. They have had success with making pizza in a cup and making gingerbread houses. This activity has enabled the girls to make new friends and raise their self-esteem and confidence.

However, not all women have access to the internet, so we have implemented a number of measures to support women remotely. This has included distraction packs, which have been sent out weekly/fortnightly containing factual and up to date information and guidance around keeping yourself safe and a range of activities such as mindfulness and colouring. Staff have also delivered food parcels and toiletries packs for women in need. Our keys challenges as an organisation have been around

mental health and housing. There has been a significant rise in the number of women who are in crisis with their mental health resulting in higher numbers of attempted suicides. Some of these women have struggled with the lack of face-to-face contact with their support workers and not having access to the women centres. The need for workers to rely on telephone contact has also proved problematic; this is primarily due to women not always having mobile phones. The women that do have phone often share with their partners and struggle to speak to anyone confidentially. Also, the majority of women do not have any phone credit. In addition, housing continues to be an issue across all delivery areas, and we are supporting a number of women who are currently homeless. This has meant that some women have been unable to self-isolate and therefore increasing their risk of contracting COVID-19. Whilst local authorities have increased housing provision, accommodation has been mixed with no specific provision for women. This has led further exploitation of women sexually and financially and increased the risk of sexual violence and drugs and alcohol relapse. Reports of domestic abuse has risen for women in the city with a number of women been escalated to high risk. We have continued to work closely with IDAS and other domestic abuse services to maintain accessible support for women.

Annual Workforce Report 2019- 20

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Sheffield City Council

Workforce Employee Report

1st April 2019 to 31st March
2020

Author: Human Resources

Date: October 2020



CONTENTS

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Introduction, city context and summary

We are committed to achieving a workforce which reflects the diversity of Sheffield. The information in the following pages of this report allows us to measure our employment practices to ensure the Council is working towards targets set out in our Equality Objectives. We have an EDI action plan in place to help us to achieve these. Information relating to the demographics of our city can be viewed using the following links:

[Our equality duty](#)

[Community Knowledge Profiles](#)

Our Workforce

It is important to note that Sheffield City Council and its workforce numbers are subject to change each year. The workforce numbers (known as headcount) and percentages in this report reflect the position as at 31st March 2020. If an employee has multiple jobs they will be counted more than once. This report excludes the following workers:

- Casual workers, as these workers do not have an employment relationship with the Council as they are engaged on a session by session basis, with no mutuality of obligation.
- Bank-Pool employees due to the monthly fluctuations in working hours.
- School based employees

Workforce Census

Employees are encouraged periodically to provide monitoring information to help the Council monitor its workforce diversity, but responses to questions are voluntary and an employee can choose which questions they wish to answer. Details in the report are based upon known data where employees have completed and have declared a response in the Workforce Census. We continue to encourage completion and raise awareness of the reasons and importance of providing this data. Details of known information for each Protected Characteristic are shown on page 5. Where employees have not completed or have chosen not to declare diversity information, this is excluded from Workforce Diversity figures. Therefore, the level of unknown data affects the validity of this report.

Age & Sex

We know the age and sex (Male and female) of all employees as this is necessary for employment. We do ask for binary and non-binary sex information in our Census but as some employees chose not to answer this question, the most accurate source for information relating to sex is from our employment records. Very small numbers chose non binary options our census.

Summary of Workforce Diversity information

The Sheffield City Council workforce as at 31st March 2020 is 7,854 employees. This is an increase of 398 employees from last year. Workforce diversity percentages are based on the proportion of total employees for which equality data is known. Therefore, our known workforce diversity percentages are as follows:

Sheffield City Council Workforce Diversity Figures 2019-2020									
Carers	12.8%	Disabled	11.3%	BAME	15.6%	Male	40.0%	LGB+	4%
Non-Carers	87.2%	Non-Disabled	88.7%	White British	84.4%	Female	60.0%	Heterosexual	96%

Sheffield City population (age 16-65) percentages are also illustrated below. We are currently using the City's 16-65 working age population figures based on the 2011 Census as a comparator. However we appreciate the 2021 Census may see changes as we envisage population growth together with an increase in declaration. Work is planned to analyse the Census City information and more recent research to ensure the Council's workforce targets are realistic and proportionate.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5 - 7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

According to the current known data, our workforce does not fully reflect the demographics of the city in relation all protected characteristics shown above. This under representation is also reflected at Chief Officer Level where there is also a disproportionate low percentage of female employees.

Workforce Diversity trends

The overall trend comparing previous years remains positive. Changes are:

Employees who identify themselves as Black Asian or Minority Ethnic (BAME) has risen to 15.6%.

The number of female employees has slightly reduced over previous years and is currently 60% of our workforce. Although the information suggests a high representation of female employees, we know that more than half of our female workforce is part time and compared to a fifth of our male workforce who are part time, this is a significant difference. Full time equivalent posts.

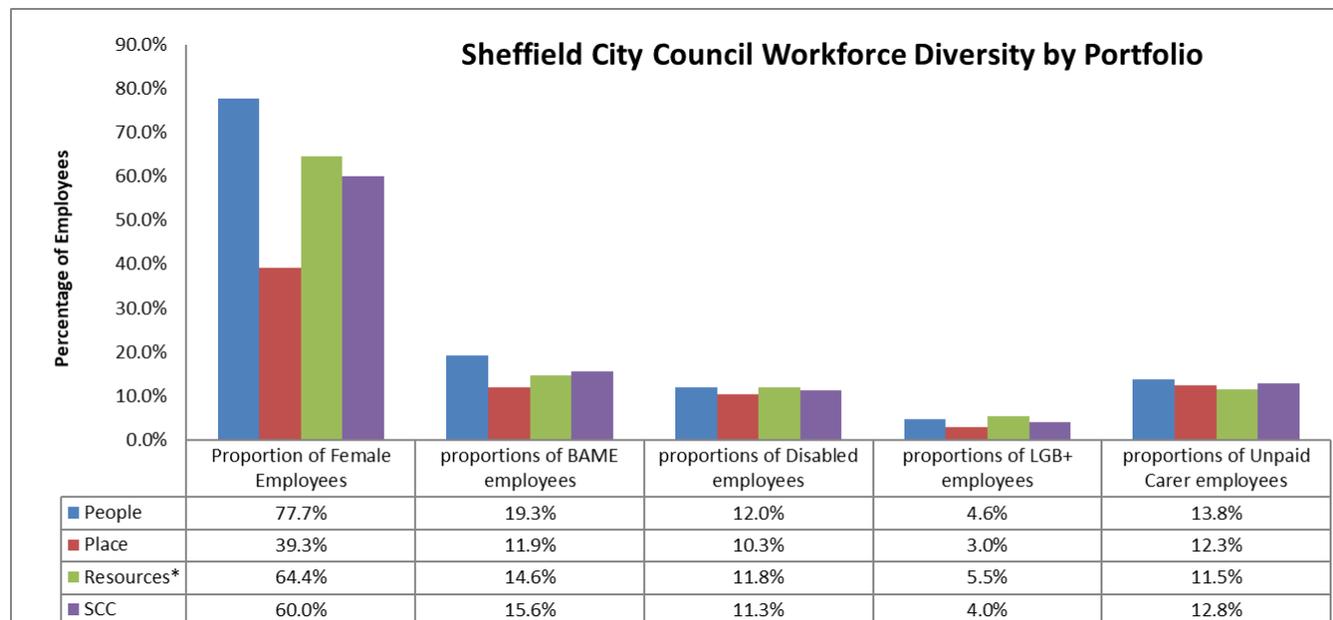
Employees who have declared themselves as disabled has reduced and is now 11.3%. We know that high proportions of our disabled employees are in the higher age ranges (46+).

Employees who identify themselves as unpaid carers has significantly risen to 12.8% from 10.6%

Employees who identify themselves as LGB+ has reduced and is now at 4%

Diversity across our workforce

We recognise that there are differences across the Council's Portfolios demonstrating a continued need to target work where there is greater disproportion in relation to specific protected characteristics. The graph below demonstrates the differing workforce diversity.



Resources includes Chief Executives Office and PPC*

The main differences in each Portfolio are:

People forms 44.5% (3495 employees) of our workforce. This Portfolio has the highest proportion of female employees, disabled employees, employees who are carer's and employees who are BAME. This is most reflective of the City's BAME profile. Employees who are LGB+ are also higher than the SCC overall profile.

Place forms 40.9% (3,209 employees) of the workforce. This Portfolio has the highest proportion of male employees and the lowest proportions of female employees. There are low proportions of employees who are LGB+, disabled, and BAME.

Resources / Policy Performance & Communications forms 14.6% (1,150 employees) of our workforce and has slightly higher proportions of employees who are disabled, LGB+, women and therefore low proportions of employees who are male and carers.

Where there are lower proportions, targeted work is required and looking at other associating factors such as diversity figures across:

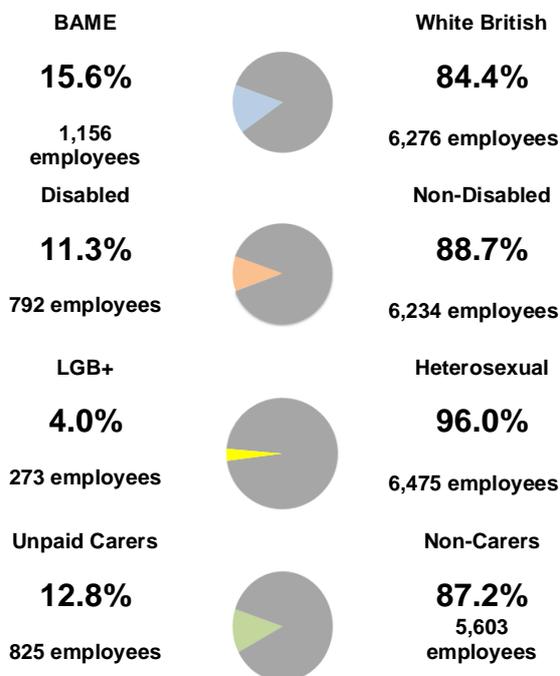
- Grade bands
- Services within Portfolios
- Age groups of employees
- Sex segregation of roles
- Part time & Full time workforce
- Diversity within Protected Characteristics

Overall Workforce Diversity

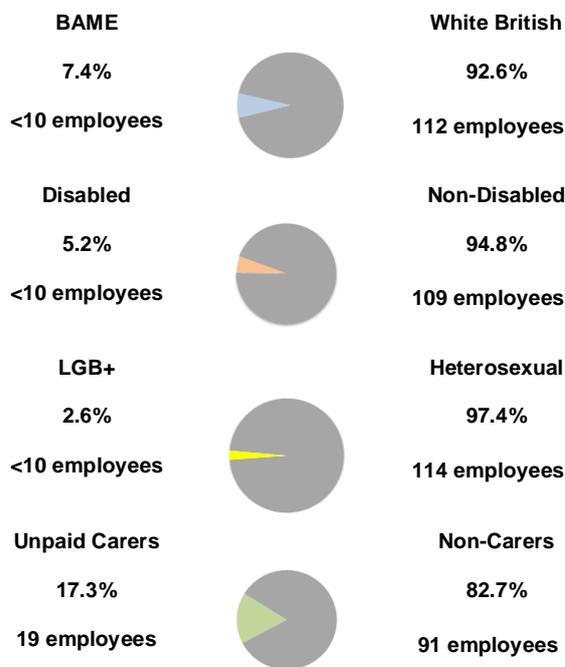
The information below shows the diversity of our employees. Where numbers fall short of a 7854 total, this is because employees have chosen not to answer the question in the relation to a Protected Characteristic and therefore these are not included in the workforce diversity statistics. The level of unknowns is shown overleaf.

7,854

All employees in SCC



Employees in Chief Officer Grades



▼ Workforce Diversity has decreased when looking at disability and/or LGB+ and/or females.

▲ Workforce Diversity has increased when looking at BAME and/or Carers.

▼ Diversity of top earners has decreased when looking at disabled and LGB+ employees

▲ Diversity of top earners has increased when looking at females and BAME.

Carers remains the same as last year

Sex	Workforce	Part time	Full time	SCC overall	Chief Officers
	Male	20.3%	52.2%	40.0%	52.0%
Female	79.7%	47.8%	60.0%	48.0%	
Total numbers	7854	3021	4833	7854	127

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

Workforce Census response rates

We launched our Workforce Census questionnaire communicating to our employees the importance of answering each question, enabling us to report on all areas of our workforce diversity.

Some employees choose not to answer every question but we aim to encourage employees to do so, as not declaring information, will impact on the validity of this report. Employees have either answered the equality related question, preferred not to answer the question by selecting “prefer not to say” or have left questions blank. Those who have preferred not to say or have left the question blank are not counted in any other percentages in this report as we do not know their characteristics.

We are currently reporting on binary options to reflect an employee’s sex taken from employment records.

Age & Sex	Ethnicity	Carers	Transgender
We know 100% of this data as this is mandatory for employment	We know more about this as more employees have chosen to share this information	Fewer employees have answered the Carers questions	Very few employees have answered the Transgender question

Protected Characteristic	Declaration	Prefer Not to Say
Age & Sex (Male/Female)	100%	0%
Sexual Orientation	89.4%	3.9%
Carer Status	82.3%	0.5%
Disability Status	90.5%	1.1%
Ethnicity	95.6%	1.0%
Gender Identity	91.0%	1.3%
Relationship Status	84.4%	2.9%
Religion / Belief	91.0%	6.4%
Transgender	5.4%	5.2%

Headcount by Portfolio

Sheffield City Council is split into Portfolios. The majority of all employees work in People or Place. Job roles in these Portfolios differ greatly and therefore workforce diversity differs greatly across these Portfolios.

- There are more males in Place and females in People.



- People - 3495 employees - 44.5% of the workforce.
- Place - 3209 employees – 40.9% of the workforce.
- Resources - Including Policy Performance & Communications / Chief Executive Office 1150 employees - 14.6% of the workforce.

There are 2408 employees who work part time hours and 79.7% of these are female.

Workforce Diversity Trends



The 19/20 data includes some employees who have been insourced into SCC and for the purpose of this report, salaries have been assimilated to the SCC Grading Structure. These were grouped as other grades in previous years.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

Grade 1 - 5 trends to 2017 - 20



Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

Chief Officer trends 2017-20



The 19/20 data includes some employees who have been insourced into SCC and for the purpose of this report; salaries have been assimilated to the SCC Grading structure. These were grouped as other grades in previous years.

Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and SCC Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

Salary Grades

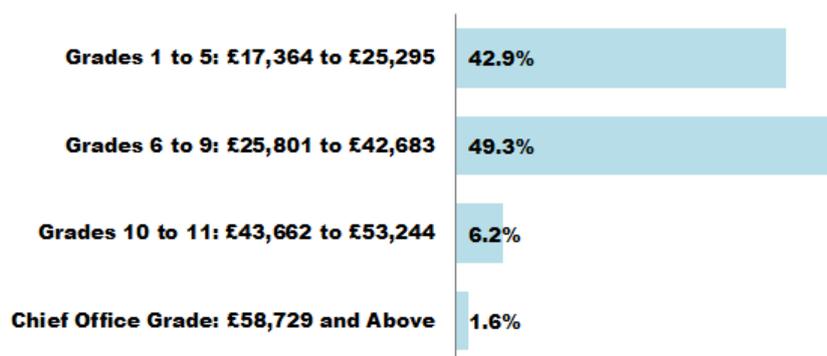
42.9%

Just over 2/5 of the workforce are paid up to grade 5 and almost twice as many are women in these roles than males

7.6 - 1

This is the ratio between the median salary and the top salary in Sheffield City Council's workforce. This means the top salary is more than 7.6 times greater than the average salary. This compares favourably to other Local Authorities and organisations.

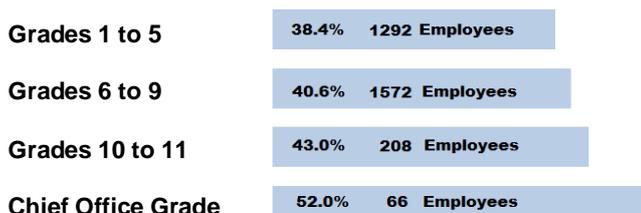
Percentage of employees at each grade group



Female



Male



Sheffield City Age 16-65 Diversity Figures Based on 2011 Census Sex Percentages

Male	Female
50%	50%

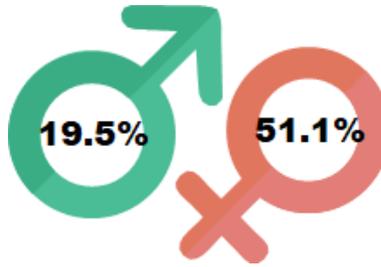
Sheffield City Council Workforce Diversity Figures 2019-2020 by grading group

	Female	Male	BAME	Disabled	LGB+	Carer
Chief Office Grade	48.0%	52.0%	7.4%	5.2%	2.60%	17.3%
Grades 10 to 11	57.0%	43.0%	12.7%	9.9%	6.40%	10.7%
Grades 6 to 9	59.4%	40.6%	14.6%	11.3%	4.20%	13.3%
Grades 1 to 5	61.6%	38.4%	17.4%	11.7%	3.50%	12.4%
SCC	60.0%	40.0%	15.6%	11.3%	4.00%	12.8%

Part-time* working

*Part time in this context is any employee who works less than 37 hours per week
613 male employees work part-time

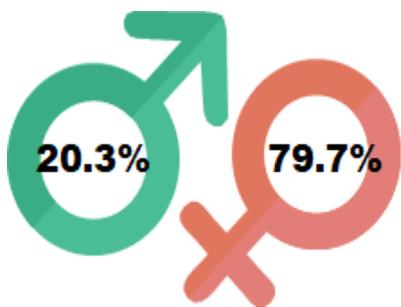
Out of all the male workforce 19.5% work part-time.



2,408 female employees work part-time

Out of all the female workforce, 51.1% work part time.

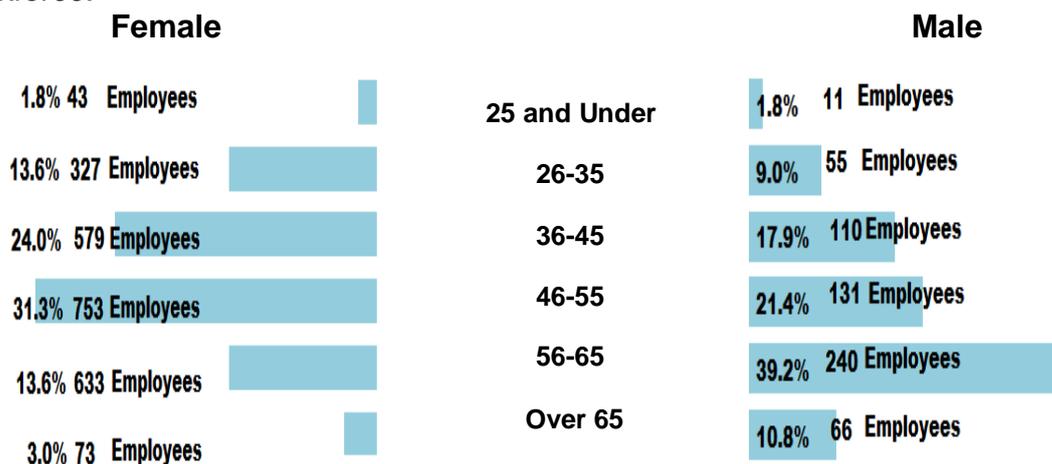
Percentage of part time workers who are male or female



A majority of 79.7% of part time workforce are female

Age distribution of part time working by Sex

The information below shows the age ranges of the entire male and female part time workforce.



There are more than 4 times more females who work part time in every age group up to age 65.

Over 50% of the part time male workforce is 56 and above.

Sheffield City Age 16-65 Sex Diversity Figures Based on 2011 Census	
Male	Female
50%	50%

Protected Characteristics by Age

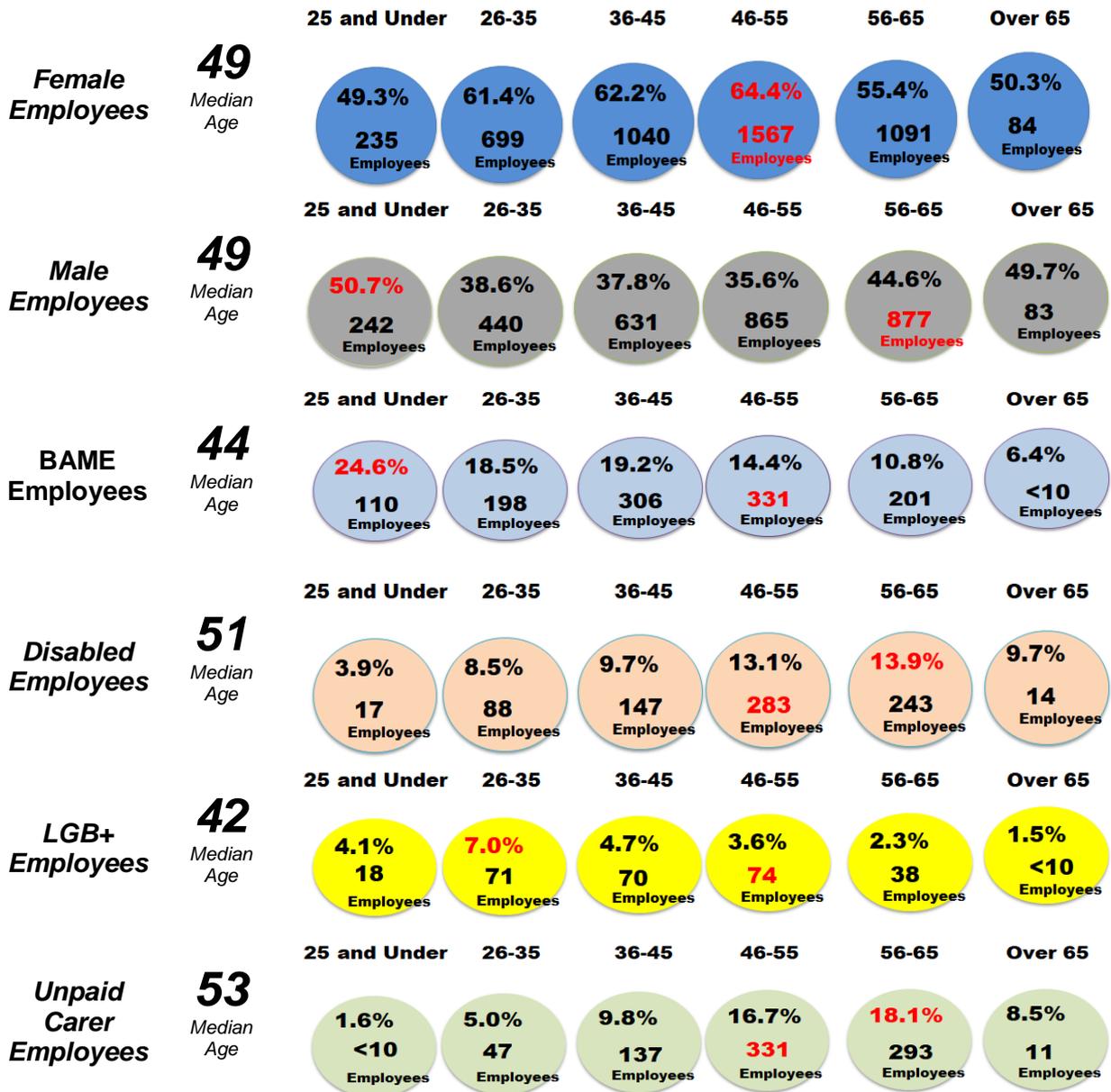
Median Age



Age is an important factor when measuring diversity as diversity differs greatly across age groups

Further work is necessary to look at the city diversity which is comparable with our median age

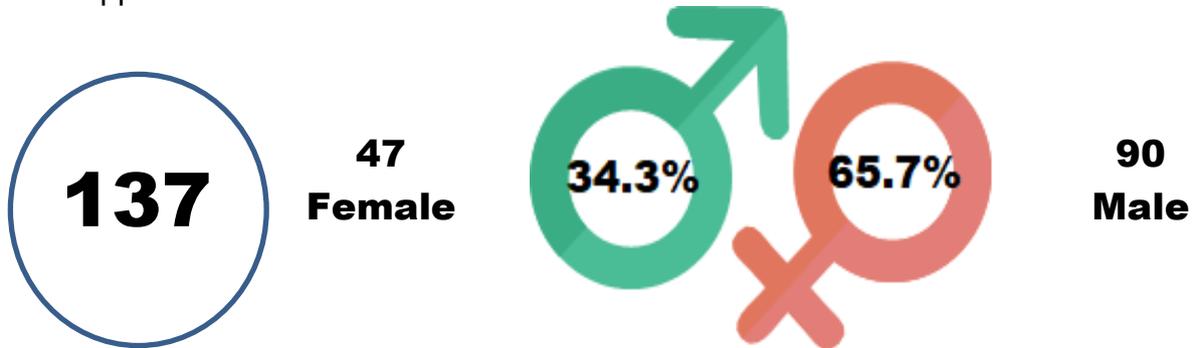
When Highlighted in Red this shows highest numbers and highest % in this age range



Sheffield City Age 16-65 Diversity Figures Based on 2011 Census and Community Profiles									
Carers	12%	Disabled	13%	BAME	19%	Male	50%	LGB+	5-7%
Non-Carers	88%	Non-Disabled	87%	White British	81%	Female	50%	Heterosexual	93-95%

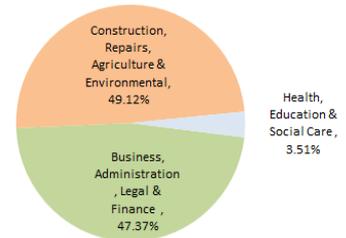
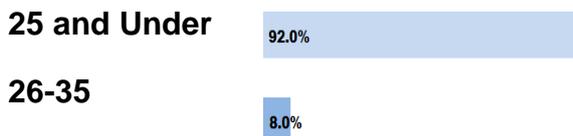
Apprentices

Each year we recruit Apprentices. We also offer apprenticeships to existing employees at their current grade. The majority of Apprentices are supported into a destination position upon successful completion of their Apprenticeship, enabling them to secure permanent employment at the end of their Apprenticeships. Redeployment opportunities may also be an option for apprentices.



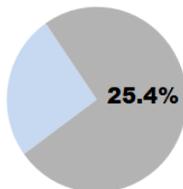
Apprentices by Age and Job Family

Age Group



Apprentices by Characteristic

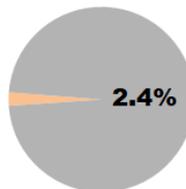
Ethnicity



There is a high representation of apprentices who are BAME.

When looking at the City's population in relation to those aged 15-25 who are BAME this remains a high representation.

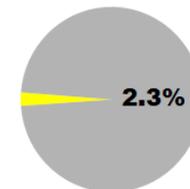
Disability



There are fewer apprentices who are disabled than our workforce.

However, when looking at the City's population in relation to those aged 15-25 who are disabled this is halved.

Sexual Orientation



Apprentices who are LGB+ are less represented our workforce.

However, when looking at the City's population in relation to those aged 15-25 who LGB+ this is halved.

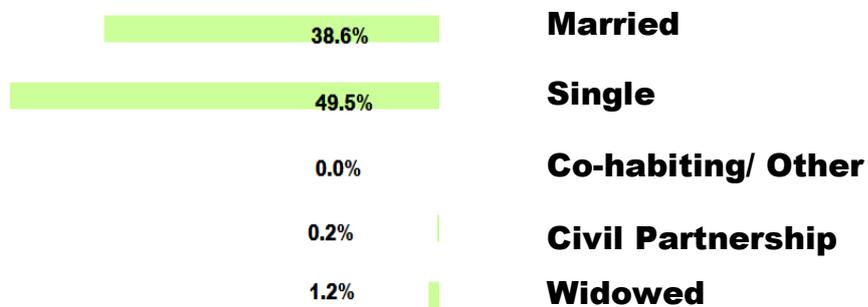
Sheffield City Age 15-24 Diversity Figures							
Disabled	4.8%	BAME	24.9%	Male	52%	LGB+	4.7%
Non - Disabled	95.2%	White British	75.1%	Female	48%	Heterosexual	95.3%

Relationship status

Relationship status of all employees in SCC



Sheffield City age 16-65 relationship status percentages



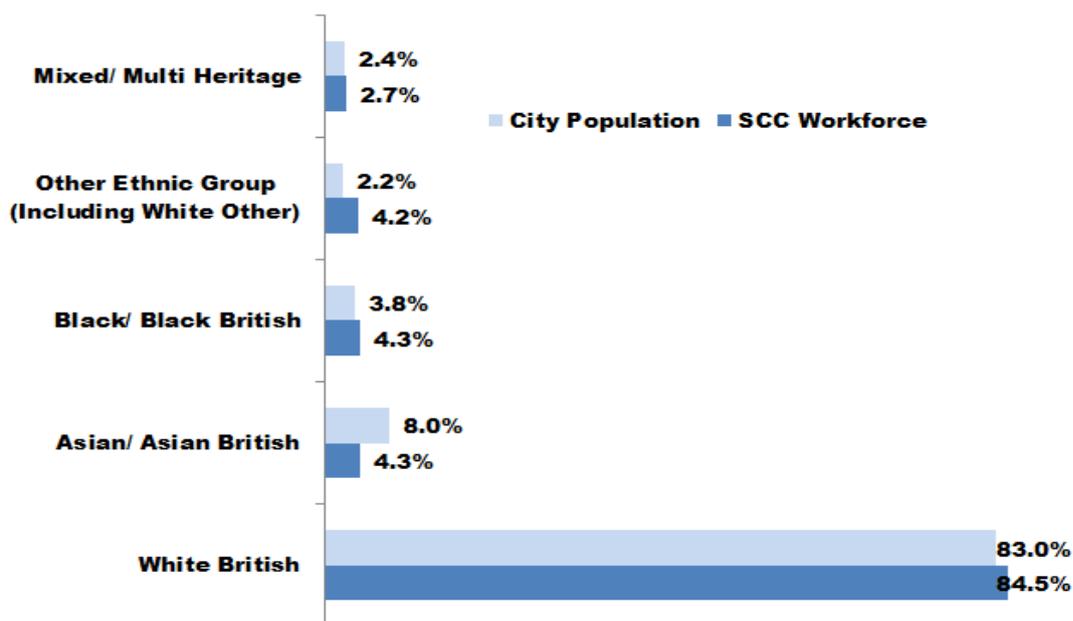
A large proportion of our employees are married or in a civil partnership reflecting the median age of our employees.

Parental Leave



We have a fair representation of male employees are taking Parental leave.

Ethnicity and Diversity

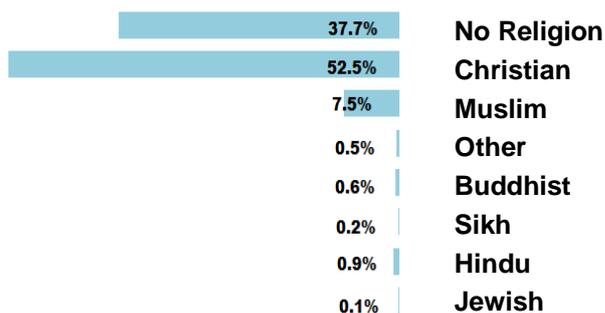


When exploring our Ethnicity diversity, we have an under representation of employees describing their ethnicity as Asian or Asian British.

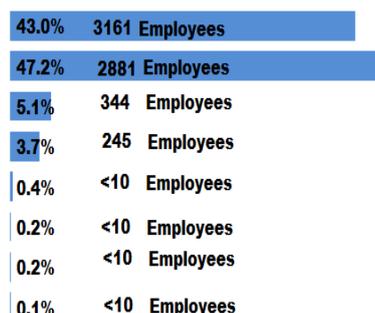
There is an over representation of employees describing their ethnicity within all other categories. White Other is included in Other Ethnic group and this category is overrepresented.

Religion and Belief

Sheffield City Profile - Religion and Belief Percentages



Sheffield City Council employees Religion and Belief of employees

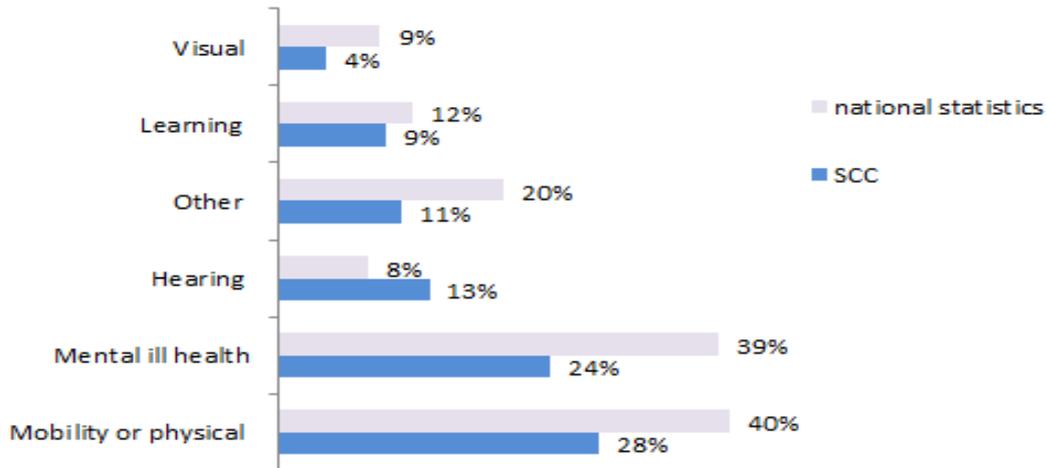


We have an underrepresentation of employees who are Muslim.

We need to explore why we have more employees are defining their religion and belief as “other”.

Disability and Diversity

71% of our disabled workforce have shared with us the nature of their disability/impairment.

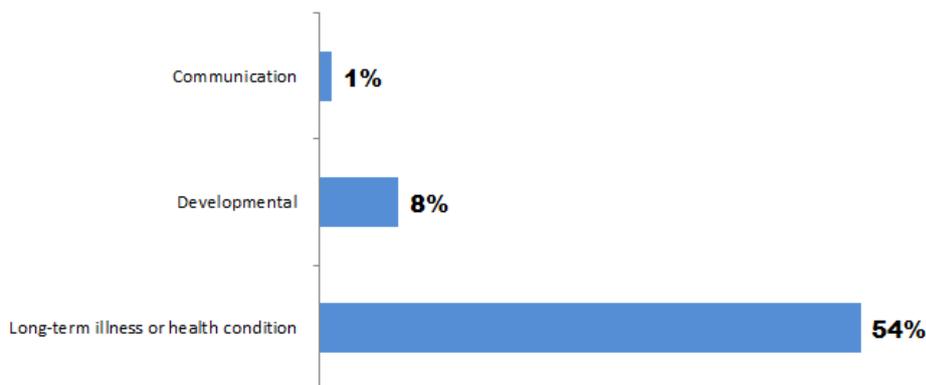


We have used the national Annual Family Resources survey 2019 (working age population) to compare our data with.

When exploring our Disability and diversity, we have an underrepresentation in all impairments with the exception of hearing.

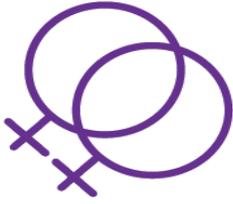
In our Census, the following other impairments types are also listed to select. These are not selections in the Annual Family Survey and therefore we are limited to how we measure the data below.

Over half of our total disabled workforce, describe their disability as a long term illness or health condition.



LGB+ and Diversity

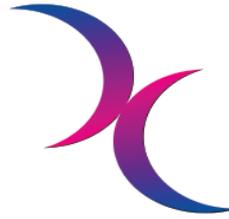
Lesbian / Gay Women



1.2%

79 Employees are lesbian / gay women

Bisexual



1.2%

84 Employees are bisexual

Gay Men



1.1%

72 Employees are gay men

Other minority sexual orientations

0.5%

38 Employees identify as having a sexual orientation other than heterosexual, gay or bisexual.

We have more Women that identify as Lesbian/gay woman, than men who identify as gay man.

Further work is necessary to look at where there is under-representation within this Protected Characteristic. We are not sure how much part time working for women is an issue

Transgender
0.5 % (<10) employees are Transgender.

As the City comparator is estimated at 0.6 %.

We know that the response rate to this question is very low which affects the reliability of this data,

Gender Identity

Less than 20 employees have shared non binary options (other than male or female) in the question relating to gender identity.

This is 0.2 % of the workforce

The Workforce and HR

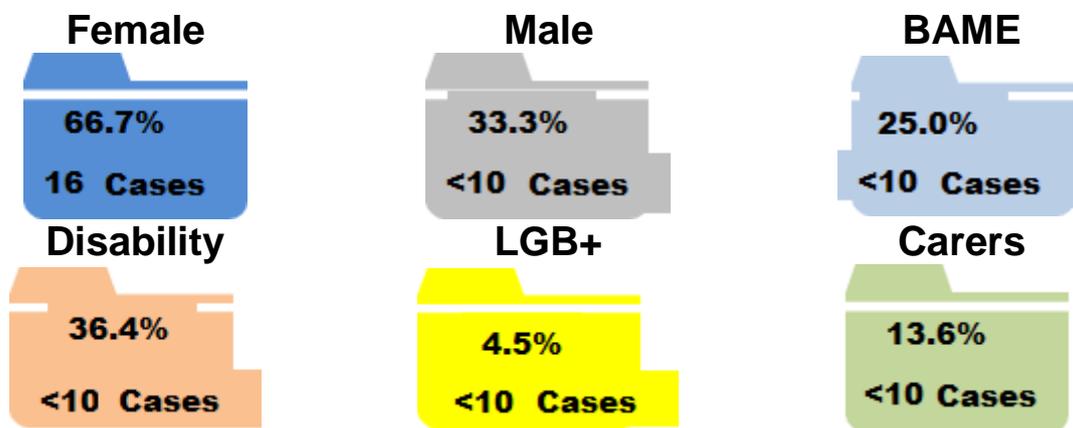
The information below (and over) looks at HR casework. This is when HR are actively supporting meetings where employees are present (beyond giving general advice). This looks at 385 cases in the report year. A large proportion of cases are brought to the attention of HR by Management (Employer Led). The remaining cases are brought by employees (Employee Led) because of an issue, complaint or feedback. It is important to note that one employee could be in multiple cases. Also small numbers where diversity information is known can have a big impact to percentages.

HR Casework - Employee Led

38 employees brought an employee-led case to HR in 2019/20. It is important to note that this is a small proportion of the workforce as a whole **0.5%** of the organisation.

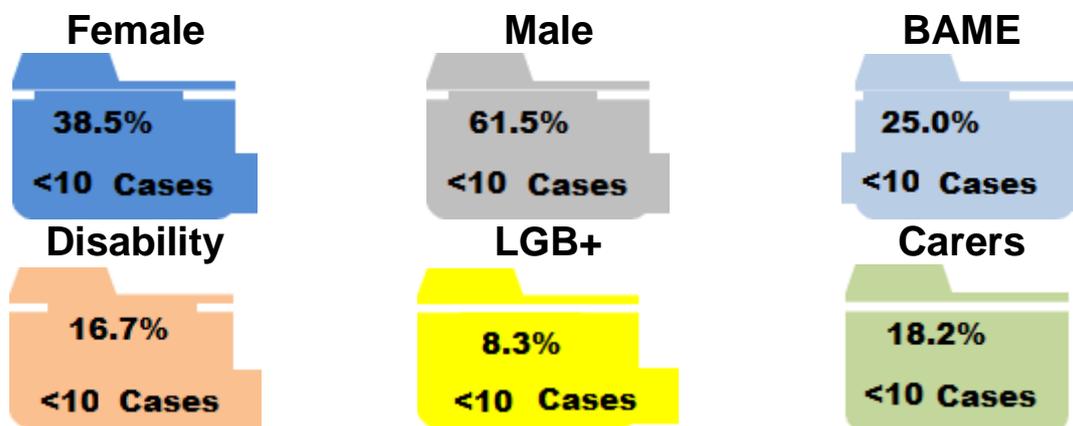
Dignity and Respect cases by protected characteristic

There is a disproportionate number of employees who are Disabled, BAME and Carers who are raising Dignity and Respect concerns, however a low number of cases overall.



Grievance cases by protected characteristic

There is a disproportionate number of employees who are BAME, disabled, LGB+ and/or Carers who are making a complaint in relation to a grievance but a low number of cases overall.



- An additional 8 employees lodged an appeal in connection with an employee led or employer led process.

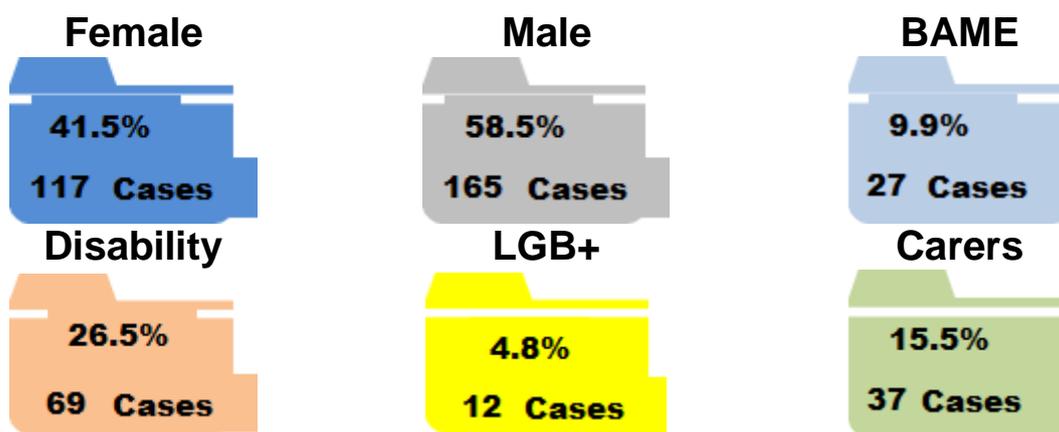
HR Casework - Employer Led

349 of all employees were involved in employer-led casework in 2018/19. It is important to note that employees who are in Employer led casework is a small proportion of the workforce as a whole and is 4.5% of the whole organisation.

Sickness Procedure cases by protected characteristic

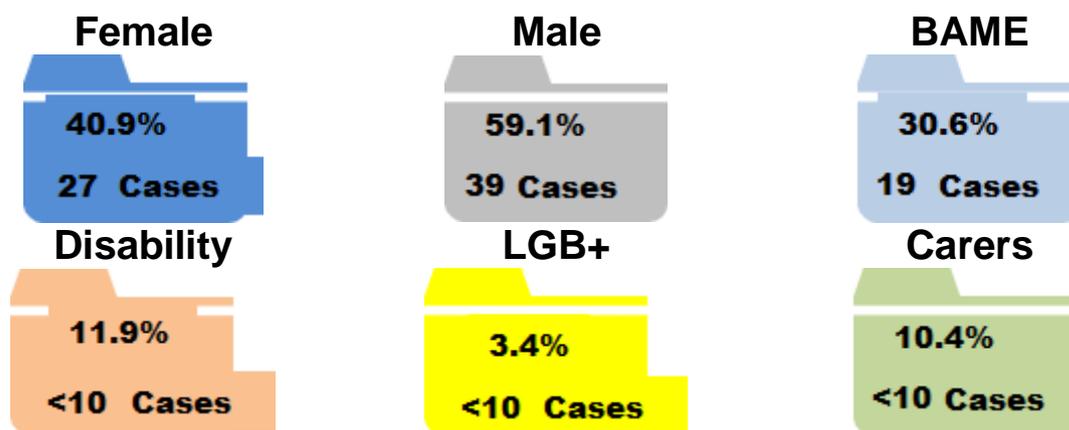
There is a high representation of employees who are disabled, carers and/or male, in a sickness procedure where HR is supporting the case (HR is in attendance at formal meetings with the employee).

We need to consider the workforce age profile when looking at disability and carers. It is important to note that over a third of our disabled workforce are disabled through ill health and sickness could be a result of this ill health.



Disciplinary or Performance cases by protected characteristic

There is a high representation of employees who are BAME, or/and male in disciplinary or performance cases supported by HR.



- When considering Casework (Employee & Employer Led), we need to look at variations in our workforce diversity to identify if issues of high representation remain. Differences such as Portfolio and Service diversity, age and diversity, grade and diversity are all influencing factors which may an impact on these figures.

Leavers and New Starters

The information below monitors leavers and new starters to Sheffield City Council. This demonstrates where the number of leavers with protected characteristics are leaving at a greater rate than those who are starting employment with the same protected characteristics.

502 Employees left Sheffield City Council in 2019/20

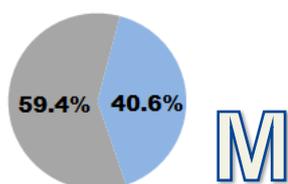
695 Employees joined Sheffield City Council in 2019/20

Leavers and New Starters by Sex

More female employees left employment with the Council than started

Leavers

F

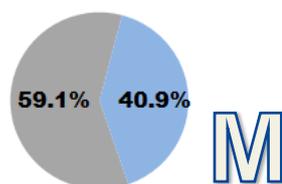


M

298 female employees and 204 male employees left the council during the reporting period

Starters

F



M

410 female employees and 284 male employees joined the Council and remained employed by the Council at the end of the reporting period

Reason for Leaving*

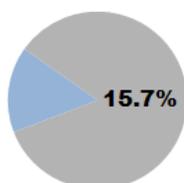
More males left for employer led reasons than females

*Where percentages fall short of 100% in leaving reason below, this is where there are other reasons associated with a leaver.

Leavers and New Starters by Ethnicity

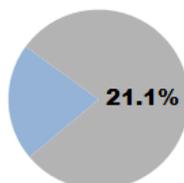
More employees who are BAME started employment with Council than BAME employees who left employment with the council.

Leavers



74 BAME employees left the council during the reporting period

Starters



137 BAME employees joined the Council and remained employed by the Council at the end of the reporting period

Reason for Leaving

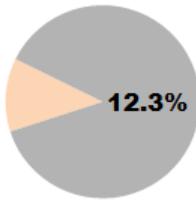


This increases our workforce diversity for BAME

Leavers and New Starters by Disability

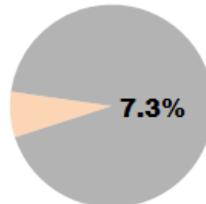
More employees who are disabled left employment with the Council, than those who started employment.

Leavers



56 disabled employees left the council during the reporting period

Starters



45 disabled employees joined the Council and remained employed by the Council at the end of the reporting period

Reason for Leaving

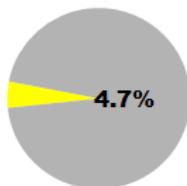


This reduces our workforce diversity for Disability

Leavers and New Starters by Sexual Orientation

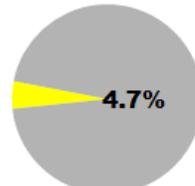
More employees who are LGB+ started employment with the Council than those who left

Leavers



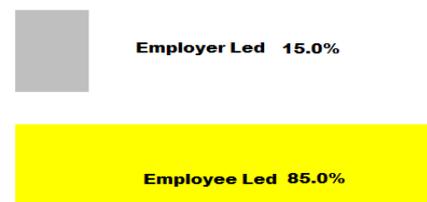
20 LGB+ Employees left the council during the reporting period.

Starters



29 LGB+ Employees joined and stayed with the council during the reporting period.

Reason for Leaving

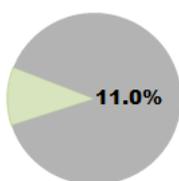


This increases our workforce diversity for LGB+

Leavers and New Starters by Carer Status

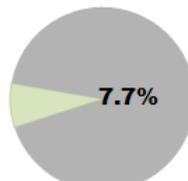
More employees who are carers (unpaid) left the Council than carers who started employment with the Council

Leavers



38 employees who are carers left the council during the reporting period

Starters



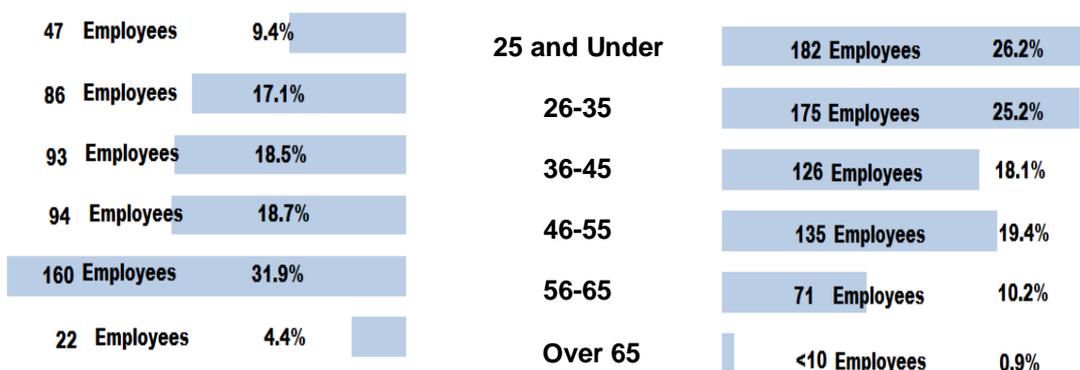
34 employees who are carers joined the Council and remained employed by the Council at the end of the reporting period

Reason for Leaving



This reduces our workforce diversity for carers

There are high proportions of employees leaving the Council are aged 56 and above. The highest proportion of new employees who have started employment with the Council are aged under 36.

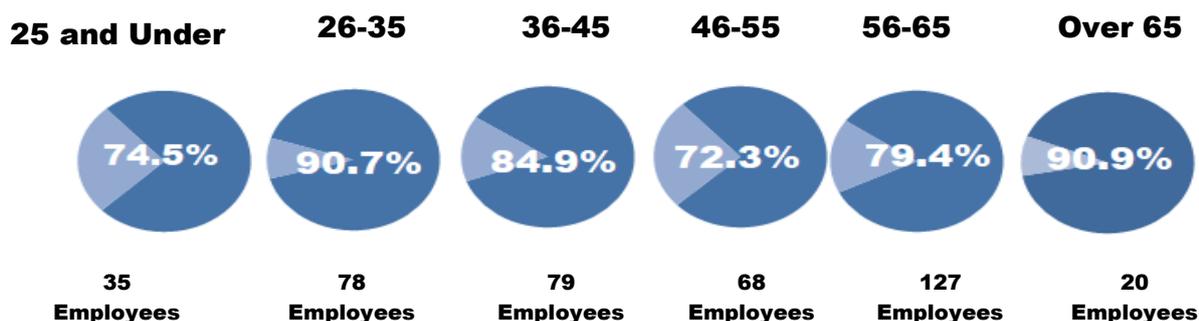


49 Median age of employees who left Sheffield City Council in 2019/20

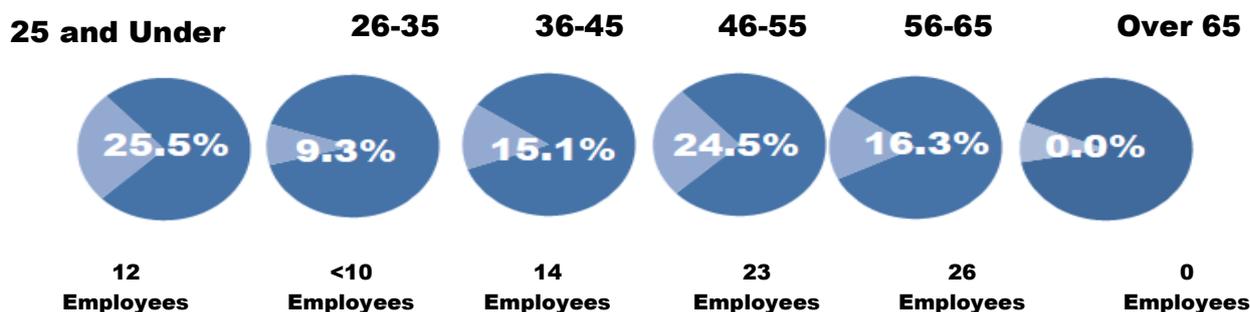
35 Median age of new starters in 2019/20

Proportion of leavers in each age group who left for employee-led reasons

Most employees left the Council for employee led reasons.



Proportion of leavers in each age group who left for employer-led reasons



In addition, a small number left for reasons categorised as 'other'

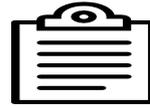
Recruitment and Selection



Adverts
515



Applied
7,436



Short-listed
2,219



Offered Post
678

The information below tracks those who have applied for jobs with Sheffield City Council and measures success rates. The request for Equality information appears at application stage and at appointment. The information in this section is based on what is declared at application stage. We know that between 25% and 40% of candidates are choosing not to share some, or all equality monitoring information. We aim to work on encouraging declaration.

45.4%

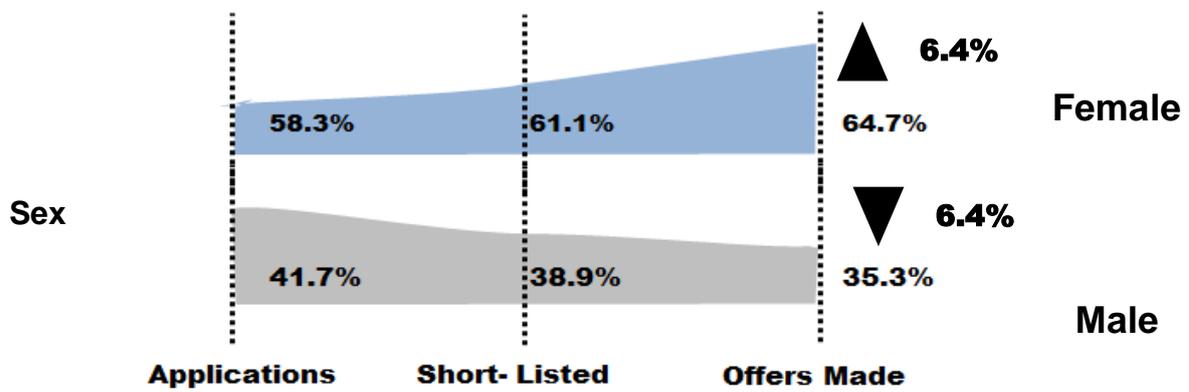
of all jobs were offered to those under 36

We also know that for those where job offers have been made, those not sharing information drops to between 6% and 18%. Therefore, we know more about the diversity of those successful in our recruitment.

Applicants by age group

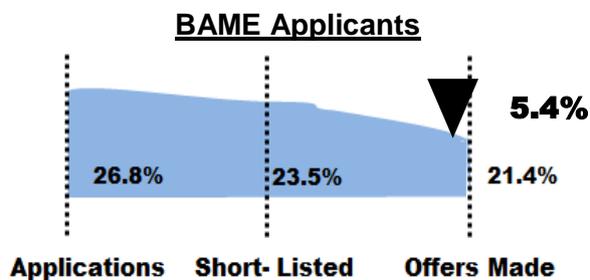
	Applicants	Shortlisted	Offers Made
	Of those who applied and declared this information	Of those who were shortlisted and declared this information	Of those who were recruited and declared this information
25 and under	21.9% 1306 Applicants	17.1% 314 Applicants	17.7% 116 Applicants
26 - 35	28.2% 1682 Applicants	26.6% 490 Applicants	27.7% 181 Applicants
36 - 45	21.9% 1306 Applicants	22.6% 416 Applicants	20.8% 136 Applicants
46 - 55	20.4% 1219 Applicants	23.3% 429 Applicants	22.6% 148 Applicants
56 - 65	7.2% 431 Applicants	10.2% 187 Applicants	10.7% 70 Applicants
Over 65	0.3% 17 Applicants	0.2% <10 Applicants	0.5% <10 Applicants

Sheffield City profile age 16-65 - 2011 Census and other estimates sources where required. Age Group					
%					
16 - 25	27.4%	36 - 45	17.5%	56 - 65	14.8%
26 - 35	21.2%	46 - 55	19.1%		



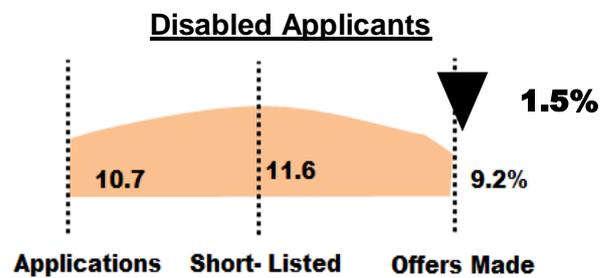
Female applicants are more represented at shortlisted and appointment stages of the recruitment process. The amount of part time roles advertised will have a significant impact on the amount of female applicants. There is less representation at shortlisted and appointment stages for males.

This reflects employment trends as females will generally apply for and occupy more part time roles than males.



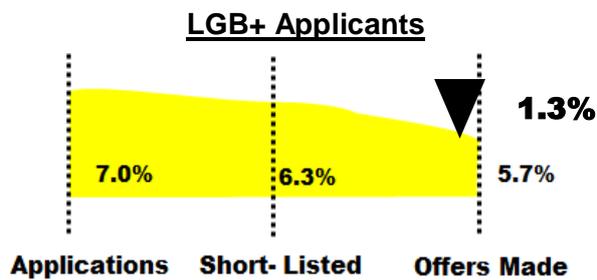
Applicants who are BAME are very highly represented at application stage.

Offers of employment are less, when looking at the proportions of all applicants at application stage but still higher than overall diversity.



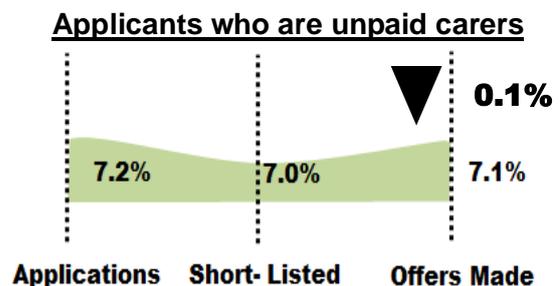
Applicants who are disabled are underrepresented at application stage.

Offers of employment to disabled applicants are less represented.



Applicants who are LGB+ are more represented at the application stage.

Offers of employment to LGB+ applicants are well represented and more than our current workforce diversity but slightly less representative of our estimated City population figures.



Applicants who are unpaid carers are less representative at all stages in the recruitment process

Learning & Development

Recruitment, Selection & Retention

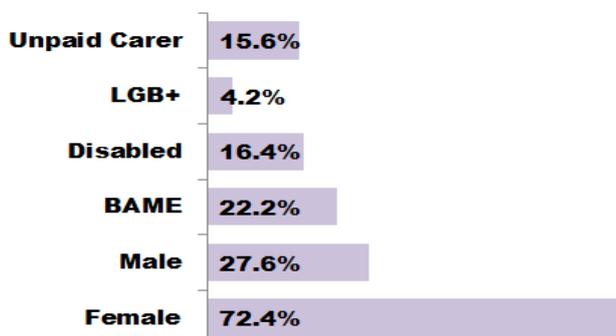
Recruitment, Selection and retention activity is a fundamental part of supporting our aim to have a workforce which is reflective of our city.

Recruitment & Selection training Number of Offer letters sent 678	% Managers on Course 66 (5.6%)
	% attended compared to number employment offers
	66 (9.7%)

5.6% of all managers attended the Recruitment & Selection training in the report year. As there were over 600 offers of employment made, we would expect a higher number of Managers attended this course.

Application & Interview skills for employees

76 employees attended this course. This course aims to give employees the confidence and capability to complete job applications and perform well in interviews. There is an opportunity during the course to practice how to demonstrate skills and experience linked to person specifications and job descriptions, in writing and verbally.



There is an underrepresentation of employees who are male attending this course. When looking at our Recruitment and selection data in this report, male applicants are less successful than female applicants.

There is a high representation of employees who are BAME and disabled attending this course. When looking at our Recruitment and selection data in this report, employees who are BAME are underrepresented at offer stage considering the amount of applications from candidates who are BAME.

Induction to Sheffield City Council

As there were **695** new starters in reporting year, we know that only half of new starters completed their full Induction. We also know that a large proportion of employees complete this course later on in their employment with SCC.

324 (46.6%) new starters completing this course

564 (81.2%) all employees completing this course

Percentage of Personal Development Reviews completed

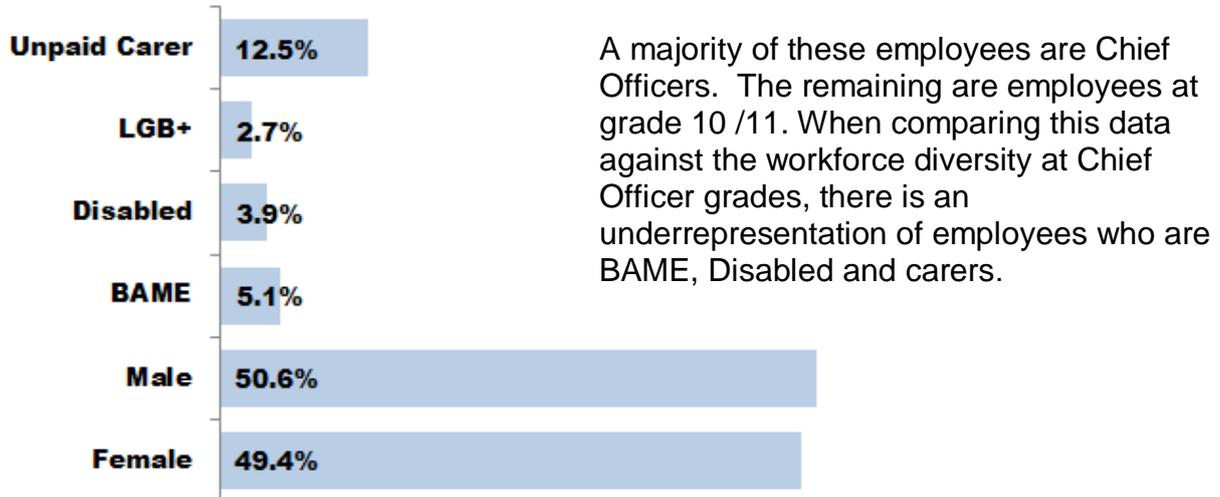
75.74% employees went through the PDR process in the reporting year. We aim for all employees have annual PDRs to support their Learning & Development. We aim to improve completion rates.

The information below looks at a large sample of Learning and Development data. This sample covers over 4000 instances of completed training courses. The range of the information looks to the diversity of employees accessing courses.

Leadership courses for our most senior grades

The information covers 2 courses:

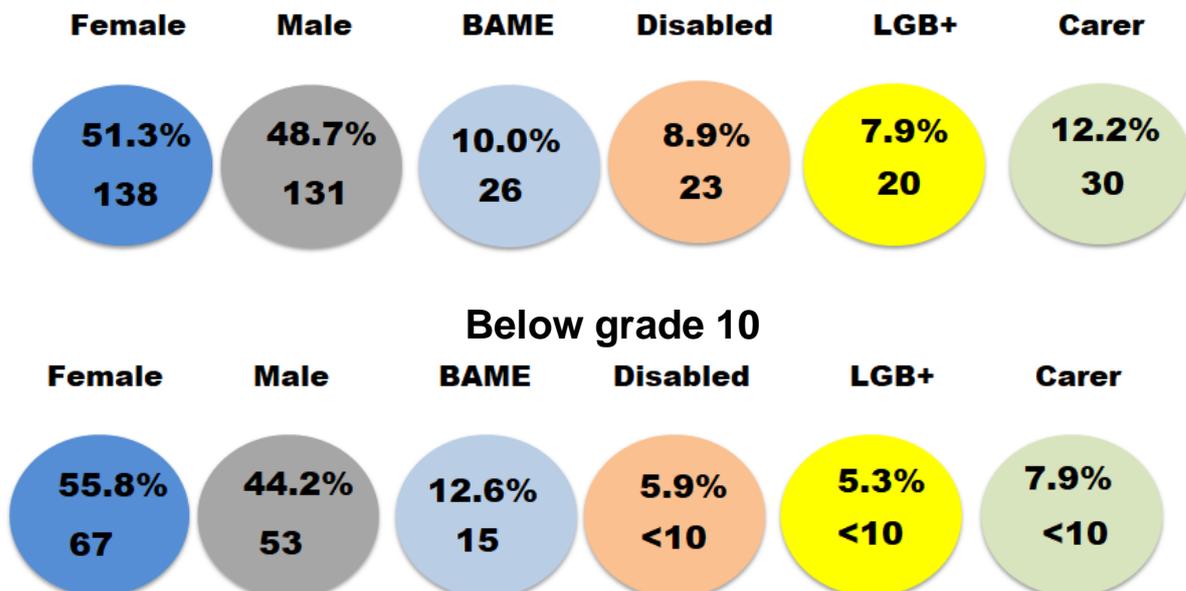
Creating High Performing Cultures & Being a Resilient Leader



The Leadership Conference 2020

The Leading Together conference has been designed as a continuation of our ongoing investment in our leaders. 389 employees attended the conference and although entry level for this course was Grade 10 and above, some employees accessed this course through management discussions around career development.

Attendees (Grade 10 & above)

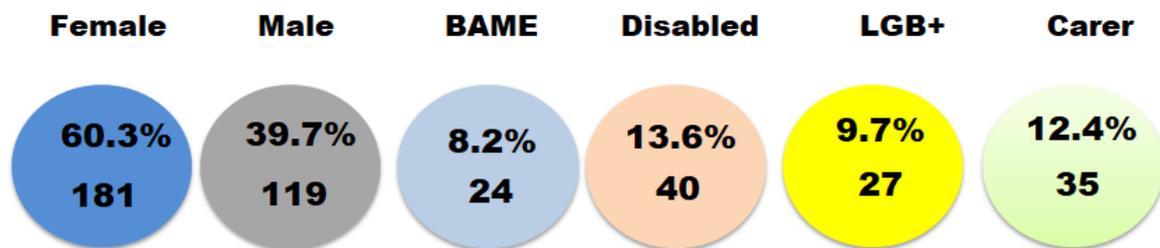


The Leading Together Middle Manager development programme

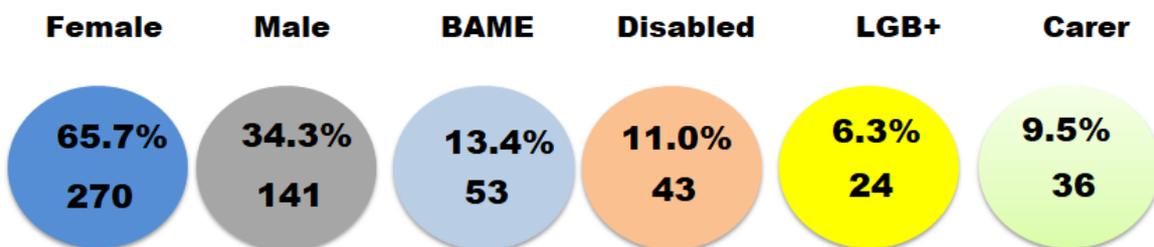
This is part of the wider 'Leading Together' Management Development Programme which also supports 'SCC2020', a major programme of activity designed to provide us with the culture, skills, tools and technology to meet our current and future challenges. Investment in our workforce and skills is a theme of 'The Deal' and we are committed to investing in our managers.

This programme gives managers or those aspiring to be middle managers, access to the development opportunities needed to perform at their best, as part of a modern, flexible and creative organisation. It is aligned to the needs identified during the creation of 'The Deal', individual PDRs and organisation priorities.

Employees attending the programmes Grade 10 & above

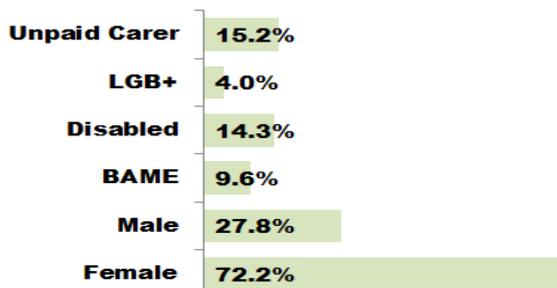


Below grade 10



Institute of Leadership and Management courses (Level 2 – 5)

54 employees attended these courses gaining the skills and knowledge to lead, organise and motivate teams.



When measuring diversity of employees completing these courses, there is a significant underrepresentation of employees who are BAME.

The following information look at learning numbers on courses. The data sets only reflect training completed in the reporting year and therefore some employees may have completed the course over the last few years. It is not currently necessary to repeat courses. However, we would encourage employees to refresh their knowledge periodically.

It is important to note that some learners complete more than one course and in this data, and they are counted each time they complete a course.

Equality, Diversity & Inclusion for Managers (2 courses) Number of Managers in the workforce 1184	% of Managers that Attended 254 (21.5%)
---	--

1184 managers completed 1 or 2 Equality, Diversity and Inclusion courses for Managers in the reporting year. HR are commissioning a new set of EDI training products

Reasonable Adjustments training Number of Employees who have attended 85	% Managers on Course 7.2%
--	--

Reasonable Adjustments training has been delivered in partnership with HR and the Portfolio's Equality Leads. This also meets the requirements in being a Disability Confident organisation.

Further courses are necessary to ensure more Managers are aware of Reasonable adjustments at work to support their employees ensuring the well-being of our employees.

Equality, Diversity and Inclusion training Number of employees in the workforce (excluding 1184 managers) 6670	% of employees completing this training 1839 (27.6%)
---	---

1837 employees have completed 1 or more of the Equality Diversity and Inclusion courses for employees in the reporting year. HR are commissioning a new set of EDI training products.

Terminology - Certain words and phrases have particular meanings when used in connection with Workforce equality data. To assist with the understanding of information in this report, the definitions of these words/phrases are explained below.

Appendix 1 Terminology	
Portfolio	The Council structure is broken down into 3 sections known as Portfolios and a smaller group of employees who support the Chief Executive's Office (includes Policy, Performance & Communications).
Headcount	The number of Sheffield City Council employees regardless of hours
The Equality Act 2010	Legally protects people from discrimination in the workplace and in wider society. It replaced previous anti-discrimination laws with a single Act, making the law easier to understand and strengthening protection in some situations. It sets out the different ways in which it is unlawful to treat someone.
Protected characteristics	<p>The protected characteristics definitions are in accordance with the Equality Act 2010.</p> <p>Protected groups covered by the Act are:</p> <ul style="list-style-type: none"> • Age • disability • sex reassignment • pregnancy and maternity • race (colour, ethnicity and nationality) • sex (women and men) • sexual orientation • marriage and civil partnership - eliminate discrimination only • religion or belief (including no religious belief)
BAME Employees	We use the census definition of employees who are Black, Asian or Minority Ethnic (all non- white British people including White Irish or White other).
LGB+ Employees	Employees who self-define as lesbian, gay, bisexual, or other (all other non-heterosexuals).
Disabled employees	Employees who define themselves as disabled
Definition of disability under the Equality Act 2010	<p>A person is disabled under the Equality Act 2010 if they have a physical or mental impairment that has a 'substantial' and 'long-term' negative effect on a person's ability to do normal daily activities.</p> <p>'Substantial' is more than minor – e.g. it takes longer to complete a daily task</p> <p>'Long-term' usually means 12 months or more – but can mean other conditions which due to treatment surgery may be shorter.</p>
Gender Re-assignment/ Transgender	Under the Equality Act 2010, a person has the protected characteristic of gender reassignment if they are proposing to undergo, are undergoing or have undergone a process (or part of a process) for the purpose of reassigning their sex by changing physiological or other attributes of sex.
Carers	An employee who has caring responsibilities at home other than parental responsibilities. A carer is unpaid and looks after or supports someone else who needs help with their day-to-day life, because of: their age, a long-term illness, disability or substance misuse. This includes parents a disabled child.
Difficult to measure data	Throughout this report we compare certain sample data to the workforce. Sometimes the sample is too small to do this properly. For example: 11.3% of all employees in Sheffield City Council who replied to the question: "Do you consider yourself to have a disability?" answered "yes". If we looked at another smaller service with 4 employees and all 4 completed their census information, If one of them replied that they have a disability, we couldn't meaningfully compare the 25% "yes" response from that small team to the 11.3% "yes" response for the whole of SCC
HR Employee/ Employer Led Process	An Employee Led process is a procedure initiated by an employee that has HR involvement other than general advice, i.e. Dignity and Respect or Grievance. An Employer led process is a procedure initiated by Management with support from HR i.e. Performance, Disciplinary, Managing Absence.
Chief Officers	Chief Officers are the most senior Officers in the Council and are paid on the Directors Grading structure. Data in this report relating to Chief Officers also now includes some most senior officers on "Other Grades" due to other terms and conditions associated with their job.

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Report to Overview & Scrutiny Management Committee 25th March 2021

Report of: Scrutiny Food Poverty Working Group

Subject: Food Poverty – Interim Report

Author of Report: Emily Standbrook-Shaw, Policy & Improvement Officer
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Summary:

The Overview and Scrutiny Management Committee established a working group to look at the Council's response to Food Poverty in Sheffield. The time available to the group before the end of the municipal year was not sufficient to consider the breadth and depth of the issue, and so has taken a phased approach. This first phase has looked at the Council's strategic role in relation to food poverty, and with organisations working in this space - 'food projects'.

The interim report with recommendations is attached for the Committee's consideration and approval, and identifies issues to be considered in future phases of this work.

The Scrutiny Committee is being asked to:

- Note the work of the Scrutiny Food Poverty Working Group
 - Approve the interim report and recommendations; and adopt as a report of the Overview and Scrutiny Management Committee
 - Submit the report and recommendations to Cabinet for a response.
-

Category of Report: OPEN

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Food Poverty Working Group Interim Report

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

March 2021

1

1 Introduction

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

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

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

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

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

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

Food Poverty Working Group

March 2021

2 Our approach

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

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

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

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

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

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

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

3 Our Findings and Recommendations

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

3.1 Strategy & Culture

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

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

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

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

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

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

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

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

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

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

Recommendations

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

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

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

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

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

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

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

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

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

Recommendations

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

3.3 Navigating the System

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

Recommendations

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

3.4 Leadership

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

Recommendation

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

3.5 Areas for future consideration

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

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

4 Conclusion

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

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

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

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

Food Poverty Scrutiny Working Group

March 2021

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

Meeting 1

Witnesses:

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

Documents:

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

Meeting 2

Witnesses:

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

Documents:

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

Meeting 3

Witnesses:

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

Documents:

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

Meeting 4

Documents:

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



Report to Overview and Scrutiny Management Committee Thursday 25th March 2021

Report of: Policy and Improvement Officer

Subject: Work Programme 2020/21 and Future Work Programme:
Overview and Scrutiny Management Committee

Author of Report: Alice Nicholson, Policy and Improvement Officer
alice.nicholson@sheffield.gov.uk

This report is a summary of the work of the Committee 2020/21. The usual pattern of meetings was disrupted by Covid-19, meetings were held virtually, and this Committee met in June, September, November, December 2020, January, February and lastly March 2021.

The work programme attached at Appendix 1 is the completed work programme 2020/21, it includes potential items the Committee might like to recommend for inclusion in a future draft work programme 2021/22.

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	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	X

The Scrutiny Committee is being asked to:

- Note the work programme completed 2020/21
- Agree potential items to recommend for inclusion in a future draft work programme 2021/22

Background Papers: [Sheffield Council Constitution](#)

Category of Report: OPEN

Work Programme 2020/21 and Future Work Programme: Overview and Scrutiny Management Committee - Thursday 25th March 2021

1.0 What is the role of Scrutiny?

1.1 Scrutiny Committees exist to hold decision makers to account, investigate issues of local concern, and make recommendations for improvement. The Centre for Governance and Scrutiny (formerly the Centre for Public Scrutiny) has identified that effective scrutiny:

- Provides 'Critical Friend' challenge to executive policy makers and decision makers
- Enables the voice and concern of the public and its communities
- Is carried out by independent minded governors who lead and own the scrutiny process
- Drives improvement in public services and finds efficiencies and new ways of delivering services

1.2 The Centre for Governance and Scrutiny has updated its activity with several blogs and handy advice for scrutiny in Covid-19, and the Covid Act. These can be found on their web pages - <https://www.cfgs.org.uk/> .

1.3 Scrutiny Committees can operate in a number of ways – through formal meetings with several agenda items, single item 'select committee' style meetings, task and finish groups, and informal visits and meetings to gather evidence to inform scrutiny work. Committees can hear from Council Officers, Cabinet Members, partner organisations, expert witnesses, members of the public. Scrutiny Committees are not decision making bodies, but can make recommendations to decision makers.

2.0 Work programme 2020/21 and Future Work Programme 2021/22

2.1 The usual pattern of meetings was disrupted by Covid-19, meetings were held virtually, and this Committee met seven times in 2020/21. Each year the Committee determines a work programme, which remains through the year. Appendix 1 is the completed work programme 2020/21.

2.2 In practice with previous years the outgoing Committee will highlight potential items to include in a future work programme 2021/22, examples of these are set out in Appendix 1.

3.0 Recommendations

3.1 The Scrutiny Committee is being asked to:

- Note the work programme completed 2020/21
- Agree potential items to recommend for inclusion in a future draft work programme 2021/22

Overview and Scrutiny Management Committee

WORK PROGRAMME 2020/21

Last updated: 16th March 2021

Please note: this version is the completed work programme 2020/21

OSMC			
Topic	Reasons for selecting topic	Lead Officer/s	Agenda Item/ Briefing paper
Thursday 4th June 2:00pm 2020			
<i>Call-in of the Leader's Decision on Month 11 Capital Decision on Month 11 Capital Approvals 2019/20 - Heart of the City II - Block A (Palatine Chambers)</i>	<i>Call-In of a Leader's Decision</i>	<i>Cllr Terry Fox, Deputy Leader and Cabinet Member for Finance, Cllr Mazher Iqbal, Nalin Seneviratne, Jayne Clark</i>	<i>Agenda Item</i>
<i>Overview and Scrutiny during Covid-19</i>	<i>To consider and discuss overview and scrutiny in present time</i>	<i>Laurie Brennan, Head of Policy and Partnerships.</i>	<i>Agenda Item</i>
Thursday 3rd September 2020 9:00			
<i>update on the Council's 2020-21 Revenue Budget</i>	<i>An update on current position, impact of lockdown and pandemic, going forward</i>	<i>Cllr Terry Fox, Deputy Leader and Cabinet Member for Finance Eugene Walker, Ryan Keyworth, Dave Phillips</i>	<i>Agenda Item</i>

Thursday 26th November 2020 10:00

<i>Climate Change - update, going forward</i>	<i>Consider current plans, policy, Citizens Assembly - changes in this pandemic</i>	<i>Cllr Mark Jones, Cabinet Member for Environment, Streetscene & Climate, Mark Whitworth, Climate Change and Sustainability Service Manager</i>	
<i>OSMC Work Programme 2020-21</i>		<i>Policy and Improvement Officer</i>	
<i>Scrutiny Overview - Issues to raise from other Scrutiny Committees</i>	<i>To receive any updates from scrutiny chairs</i>	<i>Scrutiny and Policy Development Committee Chairs</i>	

Thursday 17th December 2020

<i>Sheffield City Council update on the end of the EU Transition Period</i>	<i>To consider latest position on our preparedness, possible risks/impact, as EU transition Period comes to an end</i>	<i>James Henderson, Director of Policy, Performance and Communication, Catherine Pritchard, Policy and Improvement Officer</i>	
<i>OSMC Work Programme 2020-21</i>			
<i>Scrutiny Overview - Issues to raise from other Scrutiny Committees</i>	<i>To receive any updates from scrutiny chairs</i>	<i>Scrutiny and Policy Development Committee Chairs</i>	

Thursday 28th January 2021			
Census 2021 – update on Census arrangements in Sheffield	Consider an update on census arrangements and engagement in Sheffield - hear from Office for National Statistics (responsible for Census 2021) and Sheffield City Council Census Liaison Manager	Richard Crowther, Census Engagement Manager for Office for National Statistics (ONS); Cabinet Lead - Terry Fox, Finance, Resources & Governance (& Deputy leader), James Henderson, Sheffield CC Census Liaison Manager; and Dan Chedgzoy, Sheffield CC Assistant Census Liaison Manager	
OSMC Work Programme 2020-21			
Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs -	Scrutiny and Policy Development Committee Chairs	
FOR INFORMATION: Response to matters raised when OSMC considered Sheffield City Council update on the end of the EU Transition Period		FOR INFORMATION - NO ATTENDANCE	
11th February 2021			
Revenue Budget 2021/22 and Capital Programme 2021/22	To consider the Council's budget proposal in advance of Cabinet.	Cllr Terry Fox, Deputy Leader and Cabinet Member for Finance Eugene Walker, Executive Director of Resources, Dave Phillips, Ryan Keyworth, Matthew Arden	

Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs	Scrutiny and Policy Development Committee Chairs	
Thursday 25th March 2021			
<i>Equalities Annual Report; Equalities Partnership and scrutiny engagement</i>	<i>TBC</i>	<i>Cllr Terry Fox, Adele Robinson, Adeola Banjoko</i>	
Food Poverty - Report of Scrutiny Working Group	Scrutiny Working Group reporting its findings and recommendations to the Committee		
Scrutiny Overview - Issues to raise from other Scrutiny Committees	To receive any updates from scrutiny chairs	Scrutiny and Policy Development Committee Chairs	
Work Programme 2020/21 and Future Work Programme	This report provides the Committee with a summary of its activities over the municipal year for inclusion in the Scrutiny Annual Report 2020/21; and a list of topics which it is recommended be put forward for consideration as part of the 2021/22 Work Programme for this committee.	<i>Policy & Improvement Officer</i>	
Potential items for future work programme 2021/22			

Climate Emergency / Climate Change - going forward	The role of scrutiny in climate emergency, sustainability and climate change ways of working (governance), including proposal for OSMC to be Sustainability and Climate Change Committee; delivery plans for change and responding to the Climate emergency in Sheffield, update on Citizens Assembly in pandemic		URGENT for early in new municipal year
Sheffield City Region Scrutiny	Scope what should Sheffield CC scrutiny of SCR look like? SCR Overview & Scrutiny Committee report of work		
Contextual Safeguarding Update	Cross Scrutiny understanding of Contextual Safeguarding, consider if there are elements that best fit within individual Committee portfolios for deeper dive into the issues		
Work (Task) Groups			
Food Poverty	Report and Recommendations to OSMC 25th March 2021		
Digital Poverty	For 2021/2022 scrutiny work programme		

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