

# SHEFFIELD CITY COUNCIL

## EXECUTIVE FUNCTIONS DECISION RECORD

The following decisions were taken on Wednesday 20 October 2021 by the Co-operative Executive.

Date notified to all members: Friday 22<sup>nd</sup> October 2021

The end of the call-in period is 4:00 pm on 28<sup>th</sup> October 2021

The decision can be implemented from 29<sup>th</sup> October 2021

### **Item No**

#### **7. ELECTRIC VEHICLE CAR LEASE SALARY SACRIFICE SCHEME**

7.1 The purpose of this report is to outline the proposal to introduce a car lease salary sacrifice scheme (electric vehicles) for Council Employees and to seek approval to enter into a contract with the supplier.

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

1. Approves the implementation of a Car Lease Salary Sacrifice Scheme (electric vehicles) to be made available to Sheffield City Council employees.
2. Approves the Council entering a Contract with a Supplier for the provision of the Scheme as outlined in this report.
3. Delegates authority to the Executive Director of Resources, in consultation with the Director of Finance and Commercial Services and the Director of Legal and Governance to:
  - a. agree the terms of the Scheme Policy.
  - b. take all other decisions necessary to meet the aims, objectives and outcomes of this report which are not already covered by existing delegations in the Leaders Scheme of Delegation.

#### **7.3 Reasons for Decision**

7.3.1 It is recommended that the Council approves the implementation of a Car Lease Salary Sacrifice Scheme (electric vehicles) to be made available to Sheffield City Council employees. This will help to meet the target of Net Zero by 2030.

#### **7.4 Alternatives Considered and Rejected**

7.4.1 Alternative options that were considered as part of this scheme are detailed below.

***Alternative Option 1 – ULEV Scheme – Vehicles under 75 g/km***

Advice from the Sustainability and Climate Change Service suggests that supporting the purchase of ULEV to include hybrid vehicles may help to achieve a reduction in specific vehicle emissions if this is replacing a diesel vehicle or one with higher emissions. However, it could increase the amount of carbon dioxide emissions and continues to produce higher carbon emissions if the new vehicle is not a replacement for an existing vehicle.

***Alternative Option 2 - Green Scheme – Vehicles under 120 g/km***

Manufacturers are continually improving the efficiency of engines and reducing CO2 emissions. There are several hundred vehicles that will fall into this category offering a wide selection of vehicles. As a result, employees who are considering a new vehicle purchase could purchase a vehicle with lower emissions than their current vehicle. Employees who have purchased a car more recently e.g. in the last 3 or 4 years, may already have a vehicle with emissions lower than 120 g/km. Therefore, it is possible that offering vehicles within this category may not result in lower emissions. In any event, the scheme should exclude diesel vehicles to support a reduction in carbon emissions.

***Alternative Option 3 - Do Nothing***

The scheme will support the Council's clean air agenda and should result in a positive impact resulting in a reduction in vehicle emissions in Sheffield.

**7.5 Any Interest Declared or Dispensation Granted**

None

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

None

**7.7 Respective Director Responsible for Implementation**

Executive Director, Resources

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

Overview and Scrutiny Management Committee

**8. SHEFFIELD LOCAL DEVELOPMENT SCHEME AND SHEFFIELD (LOCAL) PLAN SPATIAL OPTIONS**

- 8.1 The report sought approval for a revised Local Development Scheme (LDS) (which set out the development plan documents that SCC will prepare and consult on and the timetable for producing them) and to secure the bringing into effect of the LDS on 21 October 2021.

The report also set out the process for engaging with Members on the overall spatial options, with the aim of reaching agreement on a preferred approach by January 2022 (in advance of producing the Publication Draft Sheffield Plan; to be published for public consultation in October 2022).

Approval was also sought for the establishment of a new Sheffield Plan Member Working Group to provide an ongoing political steer for officers on the content of the Plan.

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

1. approves the revised Local Development Scheme attached as an Appendix to this report;
2. resolves that it is to have effect from 21 October 2021;
3. agrees to the LDS being published on the Council's website;
4. approves the process for cross-party engagement with Members on the overall spatial options; and
5. approves the establishment of a new Sheffield Plan Member Working Group, with membership drawn from the Climate Change, Economy and Development Transitional Committee

**8.3 Reasons for Decision**

8.3.1 As explained in the report, the local planning authority is legally required to produce a Local Development Scheme and keep it up to date and so the recommendations in this report are made to secure compliance with that statutory requirement. The LDS sets the timetable for delivery of a new Local Plan, which will be designed to contribute towards securing a strong economy, thriving neighbourhoods and communities, improving health and wellbeing, addressing inequalities across the city, mitigating and adapting to climate change and increasing biodiversity.

8.3.2 The changes to national planning policy and practice guidance mean it is appropriate to allow more time for the new administration to consider the overall spatial options. Officers require a clear political steer on the preferred broad approach before the details can be worked in the full Publication Draft Plan and before public consultation takes place in autumn 2022.

8.3.3 Establishment of a new cross-party Sheffield Plan Member Working Group will enable officers to obtain an ongoing political steer on the content of the Plan in advance of the Plan being submitted to Government for public examination.

**8.4 Alternatives Considered and Rejected**

8.4.1 The preparation, bringing into effect and revision of a Local Development Scheme are statutory requirements and in that regard there is no alternative option. Otherwise the Secretary of State can prepare an LDS and direct the local planning authority to bring it into effect and the Council would have very little, if any, input into that. However, the time periods allocated to each stage of the process in the revised LDS have been carefully considered. It is important that timely progress is made but it is equally important that the timetable can be adhered to. The time periods included in the revised LDS are considered to be the most appropriate and realistic.

8.4.2 In the proposed revised LDS, we have allowed for additional time after submission of the Plan because experience elsewhere suggests that the process from the date of submission to adoption typically takes 18-24 months. Given the size of Sheffield and the number of sites that are likely to be the subject of representations at examination, we believe that a period of 20 months is a reasonable estimate for that stage in the process.

**8.5 Any Interest Declared or Dispensation Granted**

None

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

None

**8.7 Respective Director Responsible for Implementation**

Interim Executive Director, Place

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

Overview and Scrutiny Management Committee

**9. SHEFFIELD LAND AND PROPERTY PLAN**

9.1 The report sought approval of the Sheffield Land and Property Plan (Corporate Asset Management Plan).

The City Council's land, property and assets have a significant role to play in delivering services and shaping the future of the city and its communities. The 'Sheffield Land and Property Plan' sets out at a high level, how the City Council will use and manage its assets to deliver its ambitions for Sheffield. It provides a framework and principles to guide decision making, and maximise the benefits for the City and its people.

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

1. Approve the Sheffield Land and Property Plan attached to this report.

2. Note that more detailed policies and procedures to support the Plan will be brought forward for approval in accordance with the appropriate corporate decision-making process.

### **9.3 Reasons for Decision**

- 9.3.1 The Council's land and property portfolio is a finite resource, expensive to hold and maintain. Since the publication of the last plan, there have been a number of changes which have resulted in new challenges and opportunities for the city. It is therefore increasingly important that the City Council's assets are used to best effect in delivering vital services and priorities, whilst minimising the cost.
- 9.3.2 The Plan provides local people, Members and officers with a clear statement of how the council's estate will be used to maintain and enhance service delivery and contribute to the wider ambitions of the City balanced against the financial constraints within which the Council now operates.

### **9.4 Alternatives Considered and Rejected**

- 9.4.1 The Council could do nothing; but this would result in ad hoc decision making and a lack of focus. With operational costs and maintenance demands far outstripping available resources the whole estate will continue to deteriorate eventually resulting in the closure of key council buildings and the subsequent knock on effect on service delivery for the people of Sheffield.

### **9.5 Any Interest Declared or Dispensation Granted**

None

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

None

### **9.7 Respective Director Responsible for Implementation**

Interim Executive Director, Place

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

Overview and Scrutiny Management Committee

## **10. PROCUREMENT FOR THE CARE AND SUPPORT SERVICES AT THE NEW BUCHANAN GREEN RETIREMENT LIVING SCHEME DUE TO OPEN SPRING 2022.**

- 10.1 The purpose of the report was to seek approval to develop a procurement strategy and then to tender for the contract for the delivery of adult's care and support services at Buchanan Green Retirement Living Scheme.

In order to do this, we would also like to seek approval from the Co-operative Executive to delegate authority to the Director of Adult Services to take the necessary steps to implement the Procurement Strategy and award the contract for Buchanan Green Retirement Living Scheme.

The report highlighted the importance of ensuring the delivery of care and support services that meet the needs of the people within the new Scheme, by procuring a care and support provider able to fully meet the requirements of the Service Specification.

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

Delegate authority to the Director of Health and Adult Social Care in consultation with the Director of Legal and Governance Services, Director of Finance and Commercial Services and the lead Executive Member for Health and Social Care:

- i) To develop a procurement strategy and award contracts in line with this report; and
- ii) Take other such necessary steps not covered by existing delegations to achieve the outcomes and objectives of this report.

**10.3 Reasons for Decision**

10.3.1 The Buchanan Green Scheme will be opening in Spring 2022. Potentially up to 50% of the tenants living in the scheme will have an assessed eligible personal care and support need. The procurement will be required for the delivery of planned care for those with an assessed care need, plus unplanned care and support service to all tenants living in the scheme. If a contracted provider is not established ready for the opening of the scheme, there would be no planned or unplanned care provision for tenants.

10.3.2 The majority of the tenants with eligible care needs will already have care and support packages in place prior to the move. The tenants who accessed council arranged Home Care services will potentially free up some much needed capacity within the Independent Sector and in most cases will reduce costs, with Home Care packages generally being charged at a higher rate.

10.3.3 Buchanan Green will be a vibrant independent living community, which is the central characteristic that differentiates it from a care home. The delivery of planned pre-assessed care and support services via an on-site care presence, and the provision of unplanned care and support where required to all tenants, is a key element to sustaining this ethos and promoting it as a feasible alternative to residential care.

10.3.4 This proposal also allows for the continued close working with Health, Housing and Public Health colleagues.

10.3.5 The flexibility of the on-site support easily supports outcomes-based care and support, with positive outcomes for all tenants including people living with

dementia.

- 10.3.6 The proposed levels of care will help support a balanced community and enable tenants to have a 'home for life', at the same time preventing or delaying the need for permanent care.

**10.4 Alternatives Considered and Rejected**

- 10.4.1 As part of the review of the Extra Care contracts the following alternative options were considered but scored poorly in the options appraisal against strategic fit, and neither option was recommended.

10.4.2 'To provide a service via the Home Support Framework'. Day time support arranged on a case-by-case basis from providers on the Home Care Framework and overnight support provided by City Wide Care Alarms. This is not consistent with any of the important elements of independent living and would have an unacceptably high impact on the individuals.

10.4.3 To operate an onsite 24/7 dedicated care and support service via procurement of a care provider to deliver the service. The 24/7 service would include planned and unplanned support to all tenants, with the exception of planned overnight care, that would continue to be delivered via the 'Care at Night' service. This option was unsustainable as tenants do not pay any contribution toward the cost of the 'overarching' 24 hour support.

**10.5 Any Interest Declared or Dispensation Granted**

Councillor Jayne Dunn declared a personal interest as a the local ward member.

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

None

**10.7 Respective Director Responsible for Implementation**

Executive Director, People Services

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

Healthier Communities and Adult Social Care

**11. MEDIUM TERM FINANCIAL ANALYSIS (MTFA) 2022/23 TO 2025/26**

11.1 To provide Members with details of the forecast financial position of the Council for the next 4 years (2022/23 to 2025/26) and to set the financial constraints within which the budgeting and business planning process will need to work to achieve a balanced budget position over the medium term.

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

1. Note the forecast position;
2. Note, as a planning assumption, core Council Tax increases of 2% each year;
3. Note the additional pressures caused by the COVID crisis, and in response consider what further transformation savings are required, and lobby Central Government for additional financial support;
4. Note that the Council's current level of reserves provides a limited amount of time for action to be taken strategically in response to the COVID crisis and the more general financial position, but that firm actions will be needed, on current projections, to maintain financial stability in the short to medium term. These actions will include further co-operation with other key stakeholders, in particular the NHS; and
5. Note that unless firm action is taken to contain pressures, deliver agreed savings, and focus any new spending on a small number of key priorities, the Council's financial position will soon spiral out of control

### **11.3 Reasons for Decision**

- 11.3.1 To inform Co-operative Executive Members of the latest changes to the Council's medium term forecasts, and to provide a strategic framework for the development of budget proposals and the business planning process beyond 2022/23.

### **11.4 Alternatives Considered and Rejected**

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

### **11.5 Any Interest Declared or Dispensation Granted**

None

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

None

### **11.7 Respective Director Responsible for Implementation**

Executive Director, Resources

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

Overview and Scrutiny Management Committee

## **12. MONTH 5 CAPITAL APPROVALS 2021/22**

12.1 The report provided details of proposed changes to the Capital Programme as brought forward in Month 5 2021/22.

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

Approve the proposed additions and variations to the Capital Programme listed in Appendix 1, including the procurement strategies and delegate authority to the Director of Finance and Commercial Services or nominated Officer, as appropriate, to award the necessary contracts

### **12.3 Reasons for Decision**

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

12.3.2 To formally record changes to the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the capital programme in line with latest information.

12.3.3 Obtain the relevant delegations to allow projects to proceed.

### **12.4 Alternatives Considered and Rejected**

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

### **12.5 Any Interest Declared or Dispensation Granted**

None

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

None

### **12.7 Respective Director Responsible for Implementation**

Executive Director, Resources

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

Overview and Scrutiny Management Committee

