

# **Climate Change, Economy and Development Transitional Committee**

---

**Thursday 7 October 2021 at 10.00 am**

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

**The Press and Public are Welcome to Attend**

## **Membership**

---

Councillor Mark Jones  
Councillor Barbara Masters  
Councillor Neale Gibson  
Councillor Tim Huggan  
Councillor Dianne Hurst  
Councillor Douglas Johnson  
Councillor Abtisam Mohamed  
Councillor Chris Rosling-  
Josephs  
Councillor Martin Smith  
Councillor Paul Turpin

---

---

## PUBLIC ACCESS TO THE MEETING

---

A copy of the agenda and reports is available on the Council's website at [www.sheffield.gov.uk](http://www.sheffield.gov.uk) . You may not be allowed to see some reports because they contain confidential information. These items are usually marked \* on the agenda.

Members of the public have the right to ask questions or submit petitions to Transitional 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.

PLEASE NOTE: Meetings of the Transitional Committee have to be held as physical meetings. If you would like to attend the meeting, you must register to attend by emailing [committee@sheffield.gov.uk](mailto:committee@sheffield.gov.uk) at least 2 clear days in advance of the date of the meeting. This is necessary to facilitate the management of attendance at the meeting to maintain social distancing. In order to ensure safe access and to protect all attendees, you will be asked to wear a face covering (unless you have an exemption) at all times when moving about within the venue.

It is also recommended that you undertake a Covid-19 Rapid Lateral Flow Test within two days of the meeting. You can order tests online to be delivered to your home address, or you can collect tests from a local pharmacy. Further details of these tests and how to obtain them can be accessed here - Order coronavirus (COVID-19) rapid lateral flow tests - GOV.UK ([www.gov.uk](http://www.gov.uk)). We are unable to guarantee entrance to observers, as priority will be given to registered speakers. Alternatively, you can observe the meeting remotely by clicking on the 'view the webcast' link provided on the meeting page of the website.

If you require any further information please contact John Turner email [john.turner@sheffield.gov.uk](mailto:john.turner@sheffield.gov.uk).

---

**CLIMATE CHANGE, ECONOMY AND DEVELOPMENT TRANSITIONAL  
COMMITTEE AGENDA  
7 OCTOBER 2021**

**Order of Business**

---

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of Public and Press**  
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 5 - 8)  
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 9 - 10)  
To approve the minutes of the meeting of the Committee held on 7<sup>th</sup> July, 2021
- 6. Introduction to Transitional Committees** (Pages 11 - 16)  
Report of the Policy and Improvement Officer
- 7. Our Future Approach to Priority Budgeting**  
Councillor Cate McDonald (Executive Member for Finance and Resources) and Laurie Brennan (Head of Policy and Partnerships) to report
- 8. Central Area Strategy**  
Nalin Seneviratne (Director, City Centre Development) to report
- 9. Pathway to Net Zero - Update on the 10-Point Plan**  
Councillor Douglas Johnson (Executive Member for Climate Change, Environment and Transport), Mark Whitworth (Sustainability and Climate Change Service Manager) and Victoria Penman (Economic Policy Officer) to report
- 10. Ways of Working and Work Plan** (Pages 17 - 20)  
Report of the Policy and Improvement Officer
- 11. Public Questions and Petitions**  
To receive any questions or petitions from members of the public

**NOTE: The next meeting of Climate Change, Economy and Development Transitional Committee will be held**

**on Wednesday 10 November 2021 at 10.00 am**

---

## 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](mailto:gillian.duckworth@sheffield.gov.uk).

This page is intentionally left blank

Climate Change, Economy and Development Transitional Committee

Meeting held 7 July 2021

**PRESENT:** Councillors Tim Huggan, Dianne Hurst, Douglas Johnson, Mark Jones, Barbara Masters, Abtisam Mohamed, Chris Rosling-Josephs, Martin Smith and Paul Turpin

.....

**1. APOLOGIES FOR ABSENCE**

1.1 An apology for absence was received from Councillor Neale Gibson.

**2. APPOINTMENT OF CHAIR AND DEPUTY CHAIR**

2.1 RESOLVED: That Councillor Mark Jones be appointed as Chair and Councillor Barbara Masters be appointed as Deputy Chair of the Committee for the Municipal Year 2021/22.

**3. DATES AND TIMES OF FUTURE MEETINGS**

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

This page is intentionally left blank



## Report to Climate Change, Economy and Development Transitional Committee 7<sup>th</sup> October 2021

---

**Report of:** Policy & Improvement Officer

---

**Subject:** Introduction to Transitional Committees

---

**Author of Report:** [alice.nicholson@sheffield.gov.uk](mailto:alice.nicholson@sheffield.gov.uk)

---

At its Full Council meeting in May 2021, Sheffield City Council established 4 Transitional Committees on a politically proportionate basis, including representation from Executive Members; to help the Council begin to work within a system where all parties' views are taken into consideration when making decisions or setting policy, as we move towards implementing a Committee System in May 2022.

As Transitional Committees are now beginning their first round of formal meetings, it's a helpful introduction and starting point to set out the role and purpose of Transitional Committees, to ensure a shared understanding as the Committees begin their work.

The attached briefing sets out what Transitional Committees are, how they are intended to work and how they relate to other structures within the Council for the Committee to discuss, note and draw on as it starts to develop work plans and ways of working.

The 4 Transitional Committees are Communities and Neighbourhoods, Education Health and Care, Climate Change, Economy and Development, and Our Council, they align with the four chapters in the Our Sheffield One Year Plan agreed by the Co-operative Executive 21<sup>st</sup> July 2021, it can be found at this link: <https://democracy.sheffield.gov.uk/mgConvert2PDF.aspx?ID=45712>

---

**The Committee is being asked to:**

Note the Transitional Committees Briefing.

---

This page is intentionally left blank

## Transitional Committees Briefing

### What are Transitional Committees (and what are they not)?

Transitional Committees (TCs) are being introduced to provide an early opportunity for Members to work on a cross-party basis in advance of decisions being made. This is the way decisions will be taken once Sheffield's Committee system is introduced (May 2022).

The TCs are somewhat different to the committees within a Committee system as they are purely advisory, not decision-making. This is not an organisational choice, it's the way the law works. Whilst we are operating within a Strong Leader model of governance, decisions can only be taken by the Executive Members and they can total no more than 10.

Transitional Committees are

- advisory
- temporary
- not a shadow committee
- a space to improve how cross-party engagement works in decision-making
- a conduit for consideration of local issues arising via Local Area Committees (LACs)
- a space to pilot new ways of working

Some councils going through this transition convene their future decision-making committees ahead of the formal change of governance but call them 'shadow' committees. They typically continue their work with similar membership once the new arrangements come into place. *Sheffield's TCs are not shadow committees.* They serve a particular and temporary purpose, as above (from September 2021 to May 2022).

### New ways of working

The TCs can decide how they will work together, and how they work with partners and communities. They may therefore end up working in quite different ways to each other. Testing or piloting new ways of working will have to be fast and focused. Each TC only has time to meet about half a dozen times before they are disbanded.

Some of the sorts of ideas which could be tested include

- Co-opting non-councillors onto committees
- Applying best practice for policy development from Scrutiny practitioners eg single-day multi-stakeholder workshops, Task and Finish groups, commissioning research, site visits, public calls for evidence.
- Deliberative participation techniques e.g. short-term or long-term advisory groups of stakeholders, or citizens assemblies.

These ways of working will provide valuable evidence and feedback, particularly regarding ways of working, to help the Governance Committee decide on the final model. Recommendations will be made to Full Council prior to the transition to the Committee system of governance in May 2022.

The Scrutiny team have been working with the Executive Members and the chairs and deputy chairs of the TCs to finalise their work plans (based on the Council's One Year Plan). This has been happening in advance of the first public meetings, taking place towards the end of September.

### Transitional Committees and the public

TCs provide an opportunity to demonstrate to the people and communities of Sheffield that we are committed to trialling new ways of working to inform the design of the new Committee model. They will be of particular interest to our informed and engaged stakeholders who will be keen to see how they work in practice, what opportunities they create for public involvement and how the learning will inform the next steps.

A commitment to openness and transparency will therefore be vitally important, particularly in how the TCs work will with the Co-operative Members individually and collectively.

### Transitional Committees and the Co-operative Executive

The relationship between TCs and individual members of the Co-operative Executive will be key. As the TCs are advisory, they should operate hand-in-hand with the Co-operative Executive and expect them to be present at most meetings.

In order to add value to real decisions, the TCs work plans will need to be largely aligned with the Co-operative Executive's forward plan, along with items arising from LACs for example (see below). However TCs remain autonomous and can decide how to prioritise their time between these various issues and how to approach each one.

### Transitional Committees and Local Area Committees

The new LACs are decision-making committees, where each Elected Member of a LAC has a say in the decisions it makes. Powers have been devolved to the LACs, and officers assigned to support them, to ensure that they can begin to operate with some autonomy from September 2021.

The LACs will have a relationship with the TCs as they can refer matters that they consider to be more of a city-wide issue to the relevant TC. As the TCs are advisory, they will not be able to take a decision on the issue, but they may decide to commission work to consider whether this is a city-wide issue or if they receive enough referrals they may just move directly to advising the Co-operative Executive of the issue arising.

### Transitional Committees and Scrutiny Committees

Scrutiny is a required part of the executive model of governance and therefore Scrutiny Committees will continue during this year. However, there will only be three Scrutiny Committees this year as opposed to the five that we have had in previous years.

These will be focused on scrutinising the performance and delivery of council services and undertaking statutory responsibilities on topics such as health service changes and community safety. They will not generally undertake policy development activity as they would have in previous years – this space is expected to be occupied by the TCs. To use the relevant jargon: Scrutiny committees will undertake 'scrutiny' or 'post-decision' work but TCs will primarily cover the 'overview' or 'pre-decision' work.

Scrutiny is not a required part of the future Committee system, but it can be included. The Governance Committee will make recommendations to Full Council about whether or how scrutiny and call-in functions should be part of our new Committee system.

It is likely that TCs will find themselves wanting to do work which feels like scrutiny activity. In order for TCs to stay focused, this type of thing should probably be referred to the relevant Scrutiny Committee. This ought to be considered on a case-by-case basis in case there is value in piloting the work in a different setting.

Each of the Scrutiny Committees will also continue to have the ability to call-in decisions made by the Co-operative Executive, Individual Executive Members or LACs

### Senior officers and Transitional Committees

It is expected that there will be a formalised and strong relationship between specific senior officers and each TC. Work is underway to define which senior officer or officers should be the lead contacts for each TC and on what basis to align them with TCs.

This page is intentionally left blank



## Report to Climate Change, Economy and Development Transitional Committee 7<sup>th</sup> October 2021

---

**Report of:** Policy & Improvement Officer

---

**Subject:** Ways of Working & Work Plan

---

**Author of Report:** [alice.nicholson@sheffield.gov.uk](mailto:alice.nicholson@sheffield.gov.uk)

---

Transitional Committees are being introduced to provide an early opportunity for Members to work on a cross party basis, advising the Executive in advance of decisions being made, as we make the transition to a Committee System in 2022/23.

### Ways of Working

A key role of the Transitional Committee is to trial new ways of working, and use the feedback from this to help the Governance Committee decide on the final model, including ways of working, to recommend to Full Council prior to the transition to the Committee system of governance in May 2022.

Each Committee will decide how to work together, and with partners and the Community. The Chair and Deputy of Climate Change, Economy and Development Transitional Committee (CCED) want the Committee to inform these ways of working, especially:

- Working Protocols for this Committee
- Compilation of appropriate external organisations with a view to facilitating links and future working relationships
- Discussion on setting up working parties and timescales, initiating work on a first task from the work plan

### Work Plan

Transitional Committees are advisory to the Co-operative Executive. It is therefore important that the workplans focus on key topics for the administration, aligned to the One Year Plan; and are achievable within the capacity of Transitional Committees – approximately 6 meetings during 2021/22. Transitional Committee Chairs and Executive Members have been in discussion about priorities for Transitional Committee consideration, and these are set out in the attached draft work plan. The agenda today includes verbal updates from Executive Members and Officers on several pertinent issues, these could inform ways of working and a priority work area. The work plan will come to each meeting of the Transitional Committee for consideration and discussion.

---

**The Committee is being asked to:**

Consider and inform ways of working and comment on the draft work plan for the Climate Change, Economy and Development Transitional Committee.

---

**Transitional Committee 3 – Climate Change, Economy & Development**  
**Meeting dates 2021: 7<sup>th</sup> October, 10<sup>th</sup> November, 8<sup>th</sup> December**  
**Chair: Mark Jones, Deputy Chair: Barbara Masters**  
**Co-operative Executive Members: Terry Fox, Douglas Johnson, Paul Turpin**  
**Senior Lead Officer: Mick Crofts, Executive Director, Place Portfolio**

**Draft Work Plan**

Our Future Approach to Priority Budgeting	Discussion on longer term priorities that will inform priority based budgets.	Discussion with Executive Member for Finance & Resources and Head of Policy & Partnerships.  <b>October 7<sup>th</sup> meeting.</b>
Central Area Strategy	To support the Co-operative Executive in shaping the future plan for the city centre in line with the One Year Plan commitment on this.	Verbal update from Nalin Seneviratne, Director – City Centre Development, and Co-operative Executive member  <b>October 7<sup>th</sup> meeting</b>
Pathway to Net Zero: Update on 10-point plan	To support the Co-operative Executive in the 10-point plan process towards Net Zero	Initial update on process for the 10-point plan and adoption by the Council  <b>October 7<sup>th</sup> meeting</b>
Ethical Procurement Workshop	The Council’s Ethical Procurement Strategy is in the process of being updated to include sustainability requirements	<b>October 21<sup>st</sup> online</b>

Local Plan	To advise the Co-operative Executive on the development of the Local Plan, in support of the One Year Plan commitment to take decisive steps on this during 2021 and 2022	Programmed for 10 <sup>th</sup> November, with potential further meeting 18 <sup>th</sup> November
Pandemic Economic Recovery	Consider how the Committee can support, add value, connecting the Business Recovery Plan, Net Zero, Central Area Strategy, Local Plan, and Environment Act, advising co-operative executive	Possible first in depth task and advising co-operative executive