

## SHEFFIELD CITY COUNCIL

### Strategy and Resources Policy Committee

#### Meeting held 12 October 2022

**PRESENT:** Councillors Terry Fox (Chair), Angela Argenzio, Douglas Johnson (Group Spokesperson), Bryan Lodge, Shaffaq Mohammed (Group Spokesperson), Joe Otten, Mick Rooney, Martin Smith, Richard Williams and Paul Wood

-----

#### **1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillor Julie Grocutt.

#### **2. EXCLUSION OF THE PRESS AND PUBLIC**

2.1 It was noted that the appendices to items 12 and 13 on the agenda are not available to the public or press because they contain exempt information. If Members wish to discuss the information in the appendices, the Committee will ask the members of the public and press to kindly leave for that part of the meeting and the webcast will be paused.

#### **3. DECLARATIONS OF INTEREST**

3.1 There were no declarations of interest made.

#### **4. MINUTES OF PREVIOUS MEETINGS**

4.1 The minutes of the previous meetings held on 24 August, 30 August, and 15 September 2022 were approved as a correct record.

#### **5. PUBLIC QUESTIONS AND PETITIONS**

5.1 There were no public questions or petitions.

#### **6. RETIREMENT OF STAFF**

6.1 The Executive Director, Resources submitted a report on Council staff retirements.

6.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee:-

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

<u>Name</u>	<u>Post</u>	<u>Years'</u> <u>Service</u>
<u>City Futures</u>		

Ogo Osammor	Lead Air Quality Officer	35
-------------	--------------------------	----

**Operations**

Ian Bamforth	Community Technician - Plasterer	49
--------------	-------------------------------------	----

James Barnes	Service Manager - Physical Activity Sport and Leisure	23
--------------	--	----

Andrew Middleton	Gas Fitter	43
------------------	------------	----

Paul Voyse	Neighbourhood Manager	21
------------	-----------------------	----

Malcolm Walker	Community Technician - Plumber	45
----------------	-----------------------------------	----

**People**

Kathryn Grieve	Lead Teacher - Hearing Impaired	38
----------------	------------------------------------	----

Bea Kay	Safeguarding Advisor, Children and Families	32
---------	--	----

Rosie Kent	Residential Support Worker	31
------------	----------------------------	----

Joanne Naylor	Team Manager, Adult Services	25
---------------	------------------------------	----

Linda Wood- Lindley	Residential Support Worker	37
------------------------	----------------------------	----

**Resources**

Sarah Pack	HR Service Manager Projects	32
------------	-----------------------------	----

(b) extend to them its best wishes for the future and a long and happy retirement; and

(c) direct that an appropriate extract of the resolution now made, under the Common Seal of the Council, be forwarded to those staff with over 20 years' service.

**7. WORK PROGRAMME**

7.1 The Committee received a report containing the Committee's Work Programme for consideration and discussion. The aim of the Work Programme is to show all known, substantive agenda items for

forthcoming meetings of the Committee, to enable this committee, other committees, officers, partners and the public to plan their work with and for the Committee. It was highlighted that this is a live document and Members input to it was invaluable.

It was noted that the response to the Race Equality Commission report would now be submitted to the next meeting on 5 December 2022 to allow a full and appropriate response to be considered.

Members discussed Policy Committee responsibilities for decisions relating to grants and in particular the Grant Aid Programme item. They indicated their support for this being a matter for the appropriate Policy Committee to consider. However, it was reported that current delegations in respect of acceptance of grants and agreeing accountable body status meant that this issue was currently the responsibility for Strategy and Resources Policy Committee or Finance Sub-Committee. A report on this issue will be submitted to the Governance Committee and the Assistant Director of Legal and Governance agreed to feed in the views expressed by Members today to the Governance Committee.

In addition Cllr Terry Fox requested that an item be added to a future Strategy and Resources meeting agenda to cover Low Traffic Neighbourhood Schemes with a brief overview of any delivery issues (including local resident engagement) and recommending scope for a review by the Transport, Regeneration and Climate Change Policy Committee on how the implementation of these schemes may be improved in the future.

**7.2 RESOLVED UNANIMOUSLY:** That:-

1. That the Committee's work programme, as set out in Appendix 1 be agreed, including the additions and amendments identified in Part 1 of the report;
2. That it be noted that a report on the responsibility for grant decisions will be submitted to the Governance Committee and that the Assistant Director of Legal and Governance would feed in the views expressed by Members today, to the Governance Committee;
3. That, as discussed above, an item covering the Low Traffic Neighbourhood Schemes be added to the Work Programme;
4. That Members give consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme; and
5. that the referrals from Council (petition and resolutions) detailed in Section 2 of the report be noted and the proposed responses set out

be agreed.

## **8. BUDGET MONITORING AND FINANCIAL POSITION MONTH 5,2022/23**

8.1 The Director of Finance and Commercial Services presented a report bringing the Committee up to date with the Council's financial position as at Month 5 2022/23.

8.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee notes the Council's challenging financial position as at the end of August 2022 (month 5).

### **8.3 Reasons for Decision**

8.3.1 Under section 25 of the Local Government Act 2003, the Chief Finance Officer of an authority is required to report on the following matters:

- the robustness of the estimates made for the purposes of determining its budget requirement for the forthcoming year; and
- the adequacy of the proposed financial reserves.

8.3.2 There is also a requirement for the authority to have regard to the report of the Chief Finance Officer when making decisions on its budget requirement and level of financial reserves.

8.3.3 By the law the Council must set and deliver a balanced budget, which is a financial plan based on sound assumptions which shows how income will equal spend over the short- and medium-term. This can take into account deliverable cost savings and/or local income growth strategies as well as useable reserves. However, a budget will not be balanced where it reduces reserves to unacceptably low levels and regard must be had to any report of the Chief Finance Officer on the required level of reserves under section 25 of the Local Government Act 2003, which sets obligations of adequacy on controlled reserves.

### **8.4 Alternatives Considered and Rejected**

8.4.1 The Council is required to both set a balanced budget and to ensure that in-year income and expenditure are balanced. No other alternatives were considered.

## **9. OCCUPATIONAL HEALTH PROVISION**

9.1 The Director of HR & Customer Services submitted a report seeking approval for the commissioning of an Occupational Health (including Health Surveillance) service contract and an Employee Assistance Programme services contract via a framework agreement at the expiry of the current contract in June 2023.

9.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee:-

1. Approves the commissioning of the Occupational Health service by way of service contract with a term of 4 years and estimated value of £1.2 million, as set out in this report; and

2. Approves the commissioning of the Employee Assistance Programme by way of a service contract with a term of 4 years and an estimated value of £250,000, as set out in this report.

### **9.3 Reasons for Decision**

- 9.3.1 To ensure continued access to an Occupational Health service and Employee Assistance Programme that supports the Councils employees and members health and wellbeing needs.
- 9.3.2 To minimise the risks that were identified during the consideration of alternative options.

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

- 9.4.1 In addition to the proposal the following option was considered during the early parts of the Trade Union engagement phase regarding the future provision of Occupational Health services.

To bring services in-house at the expiry of the contract – consideration has been given as to whether the service or parts of the service were to be brought back in-house. Several issues make this option challenging and costly including.

- Cost and difficulty of recruitment to OH roles
- Overall management of a new specialist function.
- The service must be under the clinical direction of a registered medical practitioner who is a member of the Faculty of Occupational Medicine and has appropriate experience
- Ongoing cost of Occupational Health (OH) Specialist technicians & nurses, OH Physician, Mental Health/psychological & trauma specialists, MSK specialist, Appointed Doctor Asbestos Medicals, Physiotherapists and Administrators
- Ongoing Continuous Professional Development time/costs
- SCC must meet the standards for a Safe Efficient Quality Occupational Health Service (SEQOHS), published by the Faculty of Occupational Medicine (FOM) to ensure Clinical Governance
- Set up and maintenance of rooms and equipment to OH standards of privacy and care
- Purchase of an OH referral and record keeping system
- Provision of a 24/7, 365 days a year Employee Assistance Programme – this element could be purchased separately
- Engagement of Agency staff to act as standby to ensure an acceptable level of resilience

- 9.4.2 In general, it was considered that these issues are currently insurmountable, although this does not preclude giving further consideration to some of the services being delivered in-house in the future or by splitting provision between different providers of OH services and EAP services.
- 9.4.3 An initial assessment of what services should be delivered by an OH provider and what services can be provided in-house has been completed.

## **10. GRANT OF PLANNING OBLIGATION CONTRIBUTION TO SYMCA FOR BUS**

## **SERVICES**

- 10.1 The Executive Director City Futures submitted a report to approve a grant payment to South Yorkshire Mayoral Combined Authority (SYMCA)/South Yorkshire Passenger Transport Executive (SYPTTE) in relation to Section 106 obligation for planning application 13/01682/FUL.

When the planning application to the IKEA retail store was granted planning permission, the developer entered into an agreement (known as a Section 106 Agreement) with Sheffield City Council as Local Planning Authority, to provide conditions to mitigate the material impacts of this development. Amongst other provisions, the Section 106 Agreement secured a payment of £395,000 for upgrades to bus services in the Tinsley area.

This report seeks approval to remit this funding to SYMCA/SYPTTE in order to increase the number of bus services on the relevant routes than would otherwise be available.

Members welcomed the proposed upgrade to bus services in this area and enquired if there was other potential funding that could be accessed to improve bus services in other areas. Officers indicated that there may be legal limitations but agreed to confirm details. Officers also agreed to provide bus loading figures for the area to Members for information.

- 10.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee agrees to remit this funding in relation to Section 106 obligation for planning application 13/01682/FUL by way of grant to SYMCA/SYPTTE in order to increase the number of services on the relevant routes than would otherwise be available.

### 10.3 **Reasons for Decision**

There is no other available option.

### 10.4 **Alternatives Considered and Rejected**

- 10.4.1 Other options have been considered and discounted such as upgrading infrastructure like bus stops in the area or upgrading the buses themselves, but this has largely already been completed using other monies, so the current proposal best improves the services in the area that would otherwise be available to customers etc.

## **11. CAPITAL APPROVALS - MONTH 5 2022/23**

- 11.1 The Director of Finance and Commercial Services presented a report providing details of proposed changes to the existing Capital Programme as brought forward in Month 05 2022/23.

Members discussed the vandalism of electric vehicle chargers and the importance of the security of locations was recognised. The slippage in respect of the Council Housing External Wall Insulation 3 scheme was highlighted and it was agreed that

an update on the latest position of the scheme be provided to Members.

11.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee approves the proposed additions and variations to the Capital Programme listed in Appendix 1 and Appendix 2 of the report.

11.3 **Reasons for Decision**

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

11.3.2 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

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.

**12. POLICY COMMITTEE BUDGET PROPOSALS**

12.1 The Director of Finance and Commercial Services presented a report outlining the progress to date from each Policy Committee in delivering a balanced budget for 2023/24 and to note the budget proposals for the Strategy & resources committee.

12.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee:-

1. Thanks the Policy Committees and their Officers for the work done so far on the 2023/24 budget process;

2. Notes the contents of Appendix 1 (confidential) which sets out the actions put forward by each Committee in response to the Strategy and Resources Committee's request of 5 July for a list of options that would achieve a balanced budget position for each Committee;

3. Notes, as this Committee's initial response to the Strategy and Resources Committee's request of 5 July, the set of budget proposals set out in Appendix 2 (confidential) of this report;

4. Notes that Officers will now work with Members to consult with relevant stakeholders (including with partners, trades unions and in respect of equalities and climate change) on the proposals in this report so as to inform final budget proposals;

5. Notes that Officers will work to develop any necessary detailed implementation

plans for the proposals in this report so that the proposals, if ultimately approved, can be implemented as planned before or during the 2023/24 financial year;

6. Approves the contingent use of a further £5m of reserves as set out in section 1.3.3 of this report; and

7. Asks to receive a final report in December that will set out the final budget for the Council and for this Committee.

### 12.3 **Reasons for Decision**

The Council is required by law to set a balanced budget each year. This report is pursuant to that objective and is in line with the process and timetable agreed by the Strategy and Resources Committee on 31 May 2022 and 5 July 2022.

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

The Council is required by law to set a balance budget and therefore no other alternatives can be considered.

## 13. **MINUTES OF THE STRATEGY AND RESOURCES URGENCY SUB-COMMITTEE HELD ON 7 SEPTEMBER 2022**

13.1 The Committee noted the minutes of the Strategy and Resources Urgency Sub-Committee held on 7 September 2022.