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## Report to Policy Committee

**Author/Lead Officer of Report:** William Stewart –  
Director of Investment, Climate Change and  
Planning

**Tel:**

**Report of:** Kate Martin, Executive Director, City Futures

**Report to:** Transport, Regeneration and Climate Change  
Committee

**Date of Decision:** 16 March 2023

**Subject:** **Transport, Regeneration and Climate Change  
Committee: Delivery Plan to Mitigate  
overspends and improve Income Generation**

Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 1250, 1251, 1252, 1253, 1254, 1319, 1492, 1493, 1494				
Has appropriate consultation taken place?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has a Climate Impact Assessment (CIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-				

### Purpose of the report:

This report updates the Policy Committee on the progress of the 2023/24 budget process.

It updates the committee on the plans to mitigate overspends and deliver stalled saving plans to bring forecast outturn back in line with budget, including seeking approval for increases where delegation is not already in place to authorise fee / charge increases

It outlines annual fees and charges to increase not originally identified as part of the budget process, but in scope to increase following additional work with finance colleagues

**Recommendations:**

The Transport, Regeneration and Climate Change Policy Committee is recommended to:

1. Following the approval by Full Council on 1 March 2023 of the General Fund BIPs
  - a. Agree the detailed fees and charges set out in this report as part of the budget delivery plan; and,
  - b. Agree the additional fees and charges increases which have been reviewed in line with council's financial regulations.

**Background Papers:**

Budget proposals papers to TRC Policy committee September and November 2022

Lead Officer to complete:-		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: <b>Kerry Darlow</b>
		Legal: <b>Robert Parkin</b>
		Equalities & Consultation: <b>Ed Sexton</b>
		Climate: <b>Jessica Rick</b>
	<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>EMT member who approved submission:</b>	<i>(Insert name of relevant Executive Director)</i> <b>Kate Martin</b>
3	<b>Committee Chair consulted:</b>	<i>(Insert name of relevant Member)</i> <b>Cllr Julie Grocutt / Cllr Mazher Iqbal</b>
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Committee by the EMT member indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b>  William Stewart	<b>Job Title:</b>  Director of Investment, Climate Change and Planning
	<b>Date: 16/03/2023</b>	

<b>1.</b>	<b>PROPOSAL</b>
<b>1.1</b>	<p><b>Background</b></p> <p>The Transport, Regeneration and Climate Change Policy Committee's endorsed a Budget Action Plan in November 2022 which relied on the delivery of Budget Implementation Plans (BIPs). Part of this Action Plan was to increase external income 'by increasing income from services provided externally to reflect inflation pressures and benchmarking adjustment against comparable core city tariffs.'</p> <p>The November report also noted 'that this Committee will continue to work to identify additional savings where it is possible.' Additional fee reviews have been undertaken in furtherance of this commitment, and an adjustment made which reduces the need to draw on Planning reserves by increasing the Building Control income target.</p> <p>It should be noted that a significant proportion of TRC income is dependent on market activity and in some sectors, this is becoming increasingly uncertain.</p>

1.4	<b>BUDGET DELIVERY PLAN –</b>																		
The Committee is asked to agree the following fees / charges increases. The BIP target is already agreed, it is the increase to deliver this which now requires approval.																			
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<b>2.</b>	<b>HOW DOES THIS DECISION CONTRIBUTE?</b>																		
2.1	The Budget Delivery Plan will fulfil the income generation required as part of the Budget Implementation Plans committed to by TRC in November 2022 and which have subsequently been approved by Full Council.																		
2.2	The recommendations in this report will also ensure that the Committee has a robust Budget Delivery Plan for 2023/24.																		
2.3	Climate and equalities considerations addressed under relevant sections 4.1 and 4.4																		
<b>3.</b>	<b>HAS THERE BEEN ANY CONSULTATION?</b>																		

3.1	While none of the elements within this report require statutory consultation, they are being proposed following discussion and development as part of joint work with the full Transport, Regeneration and Climate Change Committee.
<b>4.</b>	<b>RISK ANALYSIS AND IMPLICATIONS OF THE DECISION</b>
4.1	<u>Equality Implications</u>
4.1.1	Equality Impact Assessments have been completed and informed the consultation process.
4.2	<u>Financial and Commercial Implications</u>
4.2.1	Each Committee is required to deliver a cash standstill budget for 2023/24, which requires them to find mitigations for any Service pressures over above 2022/23 budget.
4.2.2	The Transport, Regeneration and Climate Change Policy Committee endorsed proposals which now form part of the council's budget for 23/24. The delivery plan above outlines how this will be achieved.
4.2.3	In some cases the increases do not achieve full cost recovery but move us closer to this position, but this is balanced with wider considerations and mindful of end user impact.
4.3	<u>Legal Implications</u>
4.3.1	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.
4.3.2	In reviewing fees and charges each service has been mindful of legislation specific to its area.
4.4	<u>Climate Implications</u>
4.4.1	Sheffield has adopted a Net Zero 2030 City target.  While the focus of the proposed actions in this report are on meeting our budget challenges, we have been mindful of climate impact in our decision making.
4.4.2	Climate impact assessments were undertaken for recommendations covered under the Budget Implementation Plans per report to Committee 21 September. The additional three fees identified (TROs, accident data, advisory markings) have been categorised as having neutral impact (following discussion with Jessica Rick, February 2023).

4.4	<u>Other Implications</u>
	HR
4.4.1	Officers undertook consultation with Union representatives on the original proposals which now form part of the Council's budget for 2023/2024. There are no additional implications as part of the delivery plan.
<b>5.</b>	<b>ALTERNATIVE OPTIONS CONSIDERED</b>
5.1	<b>Do nothing</b> By undertaking none of the proposed actions, TRC committee would not be in a position to achieve the agreed budget for 2023/2024.
5.2	<b>Increase fees further</b> The fees a council can set must, by our own financial regulations, be fair. Additionally, the vast majority of services which fall under TRC are governed by legislation which requires reasonable cost recovery only.
<b>6.</b>	<b>REASONS FOR RECOMMENDATIONS</b>
6.1	The recommended fees and charges increases allow the TRC Committee to deliver the overall budget proposal previously agreed and adhere to the council's policies on setting fair fees.