

Council

Wednesday 8 January 2014

2.00 pm

**Council Chamber, Town Hall,
Pinstone Street, Sheffield, S1 2HH**

The Press and Public are Welcome to Attend

COUNCIL

Wednesday 8 January 2014, at 2.00 pm
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The Press and Public are Welcome to Attend

MEMBERS OF THE COUNCIL

THE LORD MAYOR (Councillor Vickie Priestley)
THE DEPUTY LORD MAYOR (Councillor Peter Rippon)

1	<i>Arbourthorne Ward</i> Julie Dore Jack Scott	10	<i>Dore & Totley Ward</i> Keith Hill Joe Otten Colin Ross	19	<i>Mosborough Ward</i> David Barker Isobel Bowler Tony Downing
2	<i>Beauchief & Greenhill Ward</i> Simon Clement-Jones Roy Munn Clive Skelton	11	<i>East Ecclesfield Ward</i> Garry Weatherall Steve Wilson Joyce Wright	20	<i>Nether Edge Ward</i> Nikki Bond Anders Hanson Qurban Hussain
3	<i>Beighton Ward</i> Helen Mirfin-Boukouris Chris Rosling-Josephs Ian Saunders	12	<i>Ecclesall Ward</i> Penny Baker Roger Davison Diana Stimely	21	<i>Richmond Ward</i> John Campbell Martin Lawton Lynn Rooney
4	<i>Birley Ward</i> Denise Fox Bryan Lodge Karen McGowan	13	<i>Firth Park Ward</i> Sheila Constance Alan Law Chris Weldon	22	<i>Shiregreen & Brightside Ward</i> Peter Price Sioned-Mair Richards Peter Rippon
5	<i>Broomhill Ward</i> Jayne Dunn Shaffaq Mohammed Stuart Wattam	14	<i>Fulwood Ward</i> Sue Alston Andrew Sangar Cliff Woodcraft	23	<i>Southey Ward</i> Leigh Bramall Tony Damms Gill Furniss
6	<i>Burngreave Ward</i> Jackie Drayton Ibrar Hussain Talib Hussain	15	<i>Gleadless Valley Ward</i> Steve Jones Cate McDonald Tim Rippon	24	<i>Stannington Ward</i> David Baker Katie Condliffe Vickie Priestley
7	<i>Central Ward</i> Jillian Creasy Mohammad Maroof Robert Murphy	16	<i>Graves Park Ward</i> Ian Auckland Bob McCann Denise Reaney	25	<i>Stockbridge & Upper Don Ward</i> Alison Brelsford Richard Crowther Philip Wood
8	<i>Crookes Ward</i> Sylvia Anginotti Rob Frost Geoff Smith	17	<i>Hillsborough Ward</i> Janet Bragg Bob Johnson George Lindars-Hammond	26	<i>Walkley Ward</i> Ben Curran Neale Gibson Nikki Sharpe
9	<i>Darnall Ward</i> Harry Harpham Mazher Iqbal Mary Lea	18	<i>Manor Castle Ward</i> Jenny Armstrong Terry Fox Pat Midgley	27	<i>West Ecclesfield Ward</i> Trevor Bagshaw Adam Hurst Alf Meade
				28	<i>Woodhouse Ward</i> Mick Rooney Jackie Satur Ray Satur

John Mothersole

Chief Executive

Contact:

Paul Robinson, Democratic Services

Tel: 0114 2734029

paul.robinson@sheffield.gov.uk

PUBLIC ACCESS TO THE MEETING

The Council is composed of 84 Councillors with one-third elected three years in four. Councillors are democratically accountable to the residents of their Ward. The overriding duty of Councillors is to the whole community, but they have a special duty to their constituents, including those who did not vote for them

All Councillors meet together as the Council. Here Councillors decide the Council's overall policies and set the budget each year. The Council appoints the Leader and at its Annual Meeting will appoint Councillors to serve on its Committees. It also appoints representatives to serve on joint bodies and external organisations.

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. on Friday, or you can ring on telephone no. 2734552. 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 Council 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.

Council meetings are normally open to the public but sometimes the Council 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.

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.

**COUNCIL AGENDA
8 JANUARY 2014**

Order of Business

1. APOLOGIES FOR ABSENCE

2. DECLARATIONS OF INTEREST

Members to declare any interests they have in the business to be considered at the meeting.

3. MINUTES OF PREVIOUS COUNCIL MEETING

To receive the record of the proceedings of the meeting of the Council held on 4th December, 2013 and to approve the accuracy thereof.

4. PUBLIC QUESTIONS AND PETITIONS AND OTHER COMMUNICATIONS

(a) To receive any questions or petitions from the public, or communications submitted by the Lord Mayor or the Chief Executive and to pass such resolutions thereon as the Council Procedure Rules permit and as may be deemed expedient.

(b) Petition Requiring Debate

The Council's Petitions Scheme requires that any petition containing over 5,000 signatures be the subject of debate at the Council meeting. Two petitions, one regarding Greenhill Library and the other regarding Totley Library, have been received and it has been agreed to consolidate them to form a qualifying petition as follows:-

Petitions regarding Greenhill and Totley Libraries

To debate petitions containing 2,963 signatures and 2,849 signatures concerning Greenhill Library and Totley Library, respectively. The wording of the petitions is as follows:-

“SAVE Greenhill Library: We the undersigned value Greenhill Library. The Library is used by all age groups and provides an important social amenity for our area. We ask that Sheffield City Council ensures our Library remains open.” and

“Fight to Keep Our Local Totley Library Open: Please sign below and add your voice to the growing numbers determined to help save Totley's most important resource.”

5. HEALTH AND WELLBEING STRATEGY

To receive a presentation from Joe Fowler, Director of Commissioning, Communities, and Tim Furness, Director of Business Planning and Partnerships, NHS Sheffield CCG, on the Sheffield Joint Health and Wellbeing Strategy 2013-18 which was approved by the Sheffield Health and Wellbeing Board in September.

A summary version and the full version of the Strategy can be viewed at <https://www.sheffield.gov.uk/caresupport/health/health-wellbeing-board/joint-health-and-wellbeing-strategy.html>

6. REPRESENTATION, DELEGATED AUTHORITY AND RELATED ISSUES

To consider any changes to the memberships and arrangements for meetings of Committees etc., delegated authority, and the appointment of representatives to serve on other bodies.

7. ELECTORAL REVIEW OF SHEFFIELD CITY COUNCIL: SUBMISSION ON COUNCIL SIZE

Report of the Chief Executive.

8. SCRUTINY AND POLICY DEVELOPMENT COMMITTEES - UPDATE REPORT

To receive a report providing an overview of scrutiny activity undertaken so far this Municipal Year by each of the Scrutiny and Policy Development Committees.

The Chairs of the Committees will introduce their respective elements of the report.

9. SOUTH YORKSHIRE POLICE AND CRIME COMMISSIONER

To receive a presentation from Mr. Shaun Wright, South Yorkshire Police and Crime Commissioner, outlining the work he had undertaken during his first year in office, and his plans for the future.



Chief Executive

Dated this 24 day of December 2013

The next ordinary meeting of the Council will be held on 5 February 2014 at the Town Hall

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

New standards arrangements were introduced by the Localism Act 2011. The new regime made changes to the way that members' interests are registered and declared.

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, and has been published on the Council's website as a downloadable document at -<http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests>

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 Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk

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Agenda Item 3

Minutes of the Meeting of the Council of the City of Sheffield held in the Council Chamber, Town Hall, Pinstone Street, Sheffield, S1 2HH, on Wednesday 4 December 2013, at 2.00 pm, pursuant to notice duly given and Summonses duly served.

PRESENT

THE LORD MAYOR (Councillor Vickie Priestley)
THE DEPUTY LORD MAYOR (Councillor Peter Rippon)

1	<i>Arbourthorne Ward</i> Julie Dore Jack Scott	10	<i>Dore & Totley Ward</i> Keith Hill Joe Otten Colin Ross	19	<i>Mosborough Ward</i> David Barker Isobel Bowler Tony Downing
2	<i>Beauchief & Greenhill Ward</i> Simon Clement-Jones Clive Skelton Roy Munn	11	<i>East Ecclesfield Ward</i> Garry Weatherall Steve Wilson Joyce Wright	20	<i>Nether Edge Ward</i> Anders Hanson Qurban Hussain Nikki Bond
3	<i>Beighton Ward</i> Helen Mirfin-Boukouris Chris Rosling-Josephs Ian Saunders	12	<i>Ecclesall Ward</i> Roger Davison Diana Stimely Penny Baker	21	<i>Richmond Ward</i> John Campbell Lynn Rooney
4	<i>Birley Ward</i> Denise Fox Karen McGowan	13	<i>Firth Park Ward</i> Alan Law Chris Weldon Sheila Constance	22	<i>Shiregreen & Brightside Ward</i> Sioned-Mair Richards Peter Price Peter Rippon
5	<i>Broomhill Ward</i> Shaffaq Mohammed Stuart Wattam Jayne Dunn	14	<i>Fulwood Ward</i> Andrew Sangar Sue Alston	23	<i>Southey Ward</i> Leigh Bramall Tony Damms Gill Furniss
6	<i>Burngreave Ward</i> Jackie Drayton Ibrar Hussain Talib Hussain	15	<i>Gleadless Valley Ward</i> Cate McDonald Steve Jones	24	<i>Stannington Ward</i> David Baker Vickie Priestley Katie Condliffe
7	<i>Central Ward</i> Jillian Creasy Mohammad Maroof Robert Murphy	16	<i>Graves Park Ward</i> Denise Reaney Ian Auckland Bob McCann	25	<i>Stockbridge & Upper Don Ward</i> Philip Wood Richard Crowther
8	<i>Crookes Ward</i> Sylvia Anginotti Geoff Smith Rob Frost	17	<i>Hillsborough Ward</i> Janet Bragg Bob Johnson George Lindars-Hammond	26	<i>Walkey Ward</i> Ben Curran Nikki Sharpe Neale Gibson
9	<i>Darnall Ward</i> Harry Harpham Mazher Iqbal Mary Lea	18	<i>Manor Castle Ward</i> Jenny Armstrong Terry Fox Pat Midgley	27	<i>West Ecclesfield Ward</i> Trevor Bagshaw Alf Meade Adam Hurst
				28	<i>Woodhouse Ward</i> Mick Rooney Jackie Satur Ray Satur

1. APOLOGIES FOR ABSENCE

Apologies for absence were received from Councillors Alison Brelsford Martin Lawton, Bryan Lodge, Tim Rippon and Cliff Woodcraft.

2. DECLARATIONS OF INTEREST

There were declarations of interest from Members of the City Council.

3. MINUTES OF PREVIOUS COUNCIL MEETING

RESOLVED: On the Motion of Councillor Pat Midgley, seconded by Councillor Gill Furniss, that minutes of the meeting of the City Council held on 6th November 2013 be approved as a correct record.

4. PUBLIC QUESTIONS AND PETITIONS AND OTHER COMMUNICATIONS

4.1 Petitions

(a) Petition Objecting to the Possible Closure of Totley Library

The Council received a petition from the Pupils of Dore, Totley, Totley All Saints and Bradway Primary Schools and King Ecbert Secondary School, objecting to the possible closure of Totley Library.

Representations on behalf of the petitioners were made by some of the Year 6 pupils who were introduced by the Head of Dore Primary School. It was stated that Totley Library was vital to the community and a necessary resource. The Library was friendly and provided books, films and the intranet to enable pupils to do their homework and was a place for people to meet with friends.

The possible closure of the library was upsetting as it provided audio books and books which were easy to read and access to personal computers. The Library was a meeting place for groups, including crafts and history groups. Other libraries were too far away, especially for people without access to a car, including older people.

The opinions of some other children were read out. This included that new technology was not available for everyone because it was too expensive and it might be difficult for some to use to read written material. It was stated that books were much better to read and they helped with children's learning. Children may read less if they did not have a local library and the love of reading often begins at the library. The Council was asked to please save Totley Library from closure.

The Council referred the petition to Councillor Mazher Iqbal, the Cabinet

Member for Communities and Inclusion. Councillor Iqbal stated that the Council had made proposals concerning Libraries but no decision had been taken to close any library. The Council wished to hear from people, including young people as part of the consultation on the Library Service. There were a number of libraries that could potentially close and this was not a decision that the Council would have wanted to take. The funding which the Council received from the Government had reduced in the past 3 years and this meant that the Council had to do things differently.

Councillor Iqbal stated that he had spoken to a campaigner and to Councillor Colin Ross to see how Totley Library could be kept open and the Council was working to keep as many libraries open as possible.

The consultation concerning the Library Service would finish on 10 January 2014. Councillor Iqbal stated that it was good to hear people's views and those of the petitioners and he asked that people complete the survey, which was part of the consultation. A final decision about the Library Service would be made in February or March 2014.

(b) Petition Requesting that Newgate Close be Included in the Streets Ahead Project

The Council received a petition containing 77 signatures requesting that Newgate Close be included in the Streets Ahead Project.

Representations on behalf of the petitioners were made by Joan Ashton. She stated that people were of the opinion that the Streets Ahead project would improve the roads and pavements. However, there were a number of roads that were unadopted and were excluded from the scope of the Streets Ahead programme, including Newgate Close. The road did not get gritted in the winter or cleared of snow.

The Council referred the petition to Councillor Jack Scott, Cabinet Member for Environment, Recycling and Streetscene. Councillor Scott agreed that this was an important issue. Only formally adopted roads were included in the Streets Ahead programme and this appeared to be an anomaly which needs to be considered as part of the Council review. The Council was writing to the Government in relation to the funding it received for the Streets Ahead Programme and the issue of unadopted highway. The Council, during the review, would also see if other funding could be found. Newgate Close and other unadopted roads would be looked at. LED Street lights would be installed on Newgate Close in the week commencing 9th December. The issue was in the hands of the Government as much as anything else.

(c) Petition Regarding the Actions of Stagecoach Bus Drivers on Green Lane and The Common, Ecclesfield

The Council received a petition containing 168 signatures, requesting action against the problems being caused by Stagecoach bus drivers parking their cars on Green Lane and The Common, Ecclesfield.

Representations on behalf of the petitioners were made by Claire Bolsover, who stated that buses parking at locations on Green Lane and The Common, Ecclesfield often prevented access and egress to local residents' driveways and contributed to traffic queues at the junction near to the public house and prevented traffic flows on Green Lane and The Common. Bus drivers did not necessarily move their vehicles when they were asked to do so and there was concern that there might be an accident. Buses stood while the driver changes took place at locations on Green lane and The Common.

The problems were causing distress to local residents, some of whom required carers and medical care. There was also noise, litter and interference with the putting out of domestic bins for collection.

Moreover, bus drivers parked their own cars on verges at the side of the road, which causes problems for residents and residents had allegedly been verbally abused when they had asked for the cars to be moved as they were causing obstruction and were sometimes parked for up to 14 hours. Attempts had been made to resolve the problems through the South Yorkshire Passenger Transport Executive (SYLTE), which had informed people that the driver swaps should be distributed, rather than be concentrated at Morrison's supermarket.

The City Council was asked to request that all driver changes for services to the City Centre take place at Morrisons and to restrict the duration of parking times on the affected area of The Common, Ecclesfield to a maximum of 4 hours.

The Council referred the petition to Councillor Leigh Bramall, Cabinet Member for Business, Skills and Development. Councillor Bramall stated that he was not aware of the matters that had been raised until the Council received the petition and he appreciated the fact that the matter had been brought to his attention. He stated that he had spoken with the operator, Stagecoach and the SYLTE and to local Councillors Steve Wilson, Joyce Wight and Garry Weatherall and he commented that the petition indicated that there were both operational problems and those associated with the attitude of the bus drivers. The issues would be looked into and Councillor Bramall stated that he would raise the matters outlined by the petition at the meeting of the Integrated Transport Authority on 5th December.

4.2 Public Questions

(a) Public Question Concerning the Library Service

Louisa Walker asked why people were being told that it was not an option to run Totley Library as a community library, only as an independent one, which was unlikely to succeed. She asked whether the Council had explored other potential savings and ideas including the use of volunteers at hub libraries and the co-location of other Council services in libraries. She stated that she believed the needs analysis did not take into account the proximity of other community buildings. The Library was also the local polling station. There would be an effect on access for people with limited mobility, including those aged over 65 years.

The bus journey time to the nearest alternative library was 38 minutes. Totley library was the City's sixth busiest library in contrast to other libraries.

She stated that it was contradictory to close libraries when a literacy report and the Fairness Commission both pointed to concerns about the potential closure of libraries. There was no other City Council funded building in Totley and Dore and the closure of the Library would be a short term fix but with costs in the long term. The Council had a responsibility to voluntary groups and to the high number of library users aged over 65 years. She asked whether there was someone available to speak with local residents as regards the Totley Library being run as a community library.

In response, Councillor Mazher Iqbal, the Cabinet Member for Communities and Inclusion, stated that he had received an email from Ms Walker and had also spoken with a campaigner and a date was being organised to speak with residents. No decisions had yet been taken in relation to libraries and the consultation period was ongoing. The report on the future of Library Services referred to research which suggested that independent libraries were not a long term sustainable option, although the report also states that the Council would not rule out a viable proposal.

The funding which the Council receives had been cut and was continuing to be reduced. The annual budget for Libraries had reduced from £9 million in 2012/13 to £6 million in 2013/14 and would reduce further to £4.5 million in 2014/15. The Library Service could not continue as it is, having already reduced opening hours and not filling staffing vacancies. In the United Kingdom, there had been some 400 library closures.

The needs assessment took account of a number of factors and also considered judgements which had been made at Brent Council. The Fairness Commission, the recommendations of which the Council had signed up to, recognised the inequalities which existed in Sheffield and which continued to widen. The needs assessment took these inequalities into account. The Council also had responsibilities with regard to reading and writing and opportunities for children and young people in its role as a corporate parent.

Councillor Iqbal stated that it was important that the Council heard from people with regards the proposals for the Library Service, including completing the survey which formed part of the consultation. He confirmed that a date would be arranged to speak to local residents about the future of Totley Library. A decision on the Library Service would be made in 2014.

(b) Public Question Concerning Public Transport

Adam Butcher referred to a complaint to the South Yorkshire Passenger Transport Executive regarding bus services. He stated that people had waited one and a half hours for a service which was scheduled to run every half hour. This occurred on a cold day and although the SYPTE had responded, there had not been a response from the bus operator, First Bus. He asked how we can make sure that the best integrated bus service was available for everyone.

Councillor Leigh Bramall, the Cabinet Member for Business, Skills and Development responded by stating that giving consideration to the needs of people with disabilities when looking at public transport was crucial. The development of Bus Partnerships was to give better services and reduced bus fares. The City had secured a grant of £18 million to invest in improvements, including at junctions to allow buses to travel through junctions more quickly and improve reliability. There were also programmes to improve bus stops and kerb access and tactile paving to help older people and disabled people access buses.

There were a number of reasons why bus services might be delayed, which might be because a vehicle had broken down or due to more systemic problems.

Councillor Bramall stated that he would raise the problems which Mr Butcher had reported and asked him to leave details of the bus service delay to which he had referred, so this matter could be followed up.

(c) Public Question Concerning Winter Maintenance

Lisa Banes referred to the snow fall which was predicted and to the context of budget cuts to the Council by the Government. She asked how the Council would be able to keep the City's roads clear and is there anything that people can do to help?

Councillor Jack Scott, the Cabinet Member for Environment, Recycling and Streetscene, responded that the Streets Ahead team were more prepared for the winter this year than in previous years. He referred to the purchase of additional gritting machines, snow ploughs and to the stock of over 16,000 tonnes of grit. Thermal mapping would be used to make sure that grit was applied in the right areas and the full grit run amounted to 620 miles. It was expected that higher areas would be gritted to a greater extent than other areas. Grit bins had been filled and new weather stations had been set up and traffic cameras would also be utilised to observe issues, such as drifting snow.

In terms of what people could do to help, Councillor Scott stated that 450 requests had been received for people to become snow wardens this year, compared to the 86 snow wardens in the previous year. He gave thanks to people for their help and support.

(d) Public question Concerning Golf Courses

Brian Marsden asked why the Sheffield International Venues (SIV) managed golf courses at Beauchief and Birley Wood have a long term lease with the Council, whilst Tinsley Park Golf Course has only a short term, year on year, lease. SIV had indicated that, if a longer term lease was in place, they would be able to plan and invest in the Tinsley Park Golf Course. Such investment was on hold depending on the arrangements for the lease. He commented on the work being undertaken with children by Activity Sheffield, introducing them to the game of golf. Mr Marsden requested a written reply.

In response, Councillor Isobel Bowler, the Cabinet Member for Culture, Sport and Leisure, stated that she was not aware that the lease relating to Tinsley Park Golf Course was different to the other golf courses managed by SIV. Activity Sheffield was a Council service and she stated that she was pleased that their work with children in schools in his area was something with which Mr Marsden was impressed. Councillor Bowler confirmed that she would write to Mr Marsden.

(e) Public Question Concerning Health and Wellbeing Board

Peter Hartley stated that there are 4 meetings of the Health and Wellbeing Board annually and he pointed out that the next meeting on 12 December coincided with the NHS Trust Board Governors meeting, which he hoped would not happen again because people might want to attend both meetings.

Councillor Mary Lea, the Cabinet Member for Health, Care and Independent Living, responded that the four public meetings of the Health and Wellbeing Board were planned in advance for the year. She stated that lots of organisations were keen to send representatives to meetings of the Health and Wellbeing Board and it was difficult to organise meetings around every organisation. The Board would try to do its best to arrange meetings when people would be able to attend.

Councillor Lea stated that she would be pleased for NHS Trust Governors to send representatives to meetings of the Health and Wellbeing Board. She stated that, if possible, she hoped that representatives of Trust Governing Bodies would also be able to attend the meeting of the Board on 12 December, to be held at the English Institute of Sport.

(f) Public Question concerning Council Agenda Internet Pages

Peter Hartley stated that papers for agenda items 2-7 of the 3 April Council Meeting were not available to view on the Council's webpages.

The Chief Executive noted Mr Hartley's comments and stated that he would ask for the information available on the website to which Mr Hartley now referred, to be checked.

(g) Public Question Concerning Financial Savings

Peter Hartley stated that he had asked the Council to defy the Coalition Government in the past and he now suggested that the Council approach other local authorities in the country and look at ways of saving money.

Councillor Julie Dore, the Leader of the Council responded that the political parties represented on the Council would put budget proposals to the meeting of the budget Council in the form of amendments. Consultation with regards to the Council's budget had already begun and further sessions were to be held. The Council was listening to everyone about how it could ensure that services were

delivered in the context of declining budgets.

With regard to talking to other local authorities, the Council was part of the Public Service Transition Network, where work would be done with the Government and local authorities to find innovative ways of making savings and delivering services differently. She stated that the Core Cities Cabinet had produced a prospectus for growth, which they have presented to the Government. Further information was available on the internet. The Council also wanted more control over finances and policies for local people. The Council had made representations to the Government with regard to the funding cuts to Sheffield, which Councillor Dore stated that she believed were draconian and unfair.

(h) Public Questions Concerning Designated Area for the LGBT Community

Jonathan Marsden referred to the Lesbian, Gay, Bisexual and Transgender (LGBT) community in Sheffield and to the strong community within the City's universities. However, he stated that there are not many designated venues in the City and asked whether people in the local LGBT community could have a designated area, similar to Manchester, preferably at the bottom of the Moor, near to Dempsey's nightclub. This would provide a focal point for the LGBT community and would help to stimulate the local economy by attracting visitors.

Councillor Mazher Iqbal, the Cabinet Member for Communities and Inclusion, responded that there was work being undertaken in relation to inclusion and equalities and the Council had published its annual report on equalities and cohesion. Councillor Iqbal stated that he was working with Councillor Neale Gibson, who had also raised the issue to which Mr Marsden had referred. Other groups in the City have also approached the City Council with regards to the identification of a designated area. Councillor Iqbal stated that he would speak further about this issue with Mr Marsden and Councillor Gibson.

(i) Question Concerning Digital Autopsy Machine

Wahid Nazir welcomed the installation in Sheffield of a Digital Autopsy Machine. He also welcomed the campaign by Councillor Ibrar Hussain concerning access to the facility on a free basis. He asked for the Council's opinion.

Councillor Julie Dore, the Leader of the Council, responded by thanking Mr Nazir for sharing the good news concerning the Digital Autopsy Machine and she stated that she and the Lord Mayor had attended the opening of the facility at the Medico-Legal Centre in Uppertorpe. The bringing of this revolutionary technology to Sheffield, by a Malaysian private sector organisation showed their confidence to invest in the City. She stated that there were bereaved families who may choose this option for particular religious and cultural reasons.

She stated that she was glad that Councillor Ibrar Hussain was campaigning for the Government to give free access to Digital Autopsy and stated that the cost of access would take time to reduce as the technology was used more widely. In relation to sponsorship of families who wished to access the facility and found it difficult to finance, that would be a decision for the Government. Specific groups

might also wish to consider sponsoring families to enable them to use the facility.

(j) Public Question concerning Kinematic Film Company, Filming at Council Meetings and Darnall Community Nursery

Chrissy Meleady asked for an explanation of why the Kinematic Film Company, who filmed at a meeting of Council during the period for public questions, was served notice to withdraw from their television studio on Paternoster Row, from a building owned by the City Council and managed by the Council's partner Kier. She stated that the notice to quit their premises came about following Kinematic filming on behalf of families and communities the questions asked of full Council and answers given by Councillor Jackie Drayton.

She stated that the notice to quit was issued by Kier on the instruction of Sheffield City Council out of the blue and followed them filming the questions, complaints and concerns, which Kinematic knew nothing of until they filmed at the Full Council.

These questions, concerns and complaints related to Darnall Community Nursery who had also, she stated, been issued a wrongful Notice to leave their premises, by Sheffield City Council.

Ms Meleady stated that the Sheffield Children's Centre was subjected to having Kier turn off heating and other basic amenities. An associate of the Children's Centre had advocated for Darnall Community Nursery (regarding them being served with a Notice) and then the Children's Centre incurred what families and communities deem to be another reprisal, with the heating being shut off for over 6 months, despite repeated requested for an independent investigation and redress.

Ms Meleady stated that now Kinematic too have been subjected to reprisal, merely for supporting families and communities' voices via filming, at their request, the questions and answers at the Council meeting. She formally requested an independent investigation into this and related matters relating to the Council and its partner Kier going back over many months.

She asked Councillor Dore to explain what the Council's position was on filming in meetings of Full Council. She also asked for an explanation of the Council position on free speech and the right to be free of reprisal and victimisation for those speaking truth to power, including families and communities and those facilitating their voices. Chrissy Meleady asked what Councillor Dore will do to redress the Notice to Kinematic Films and how she would instigate the request for an independent investigation with regards to the concerns she had set out.

She also informed Council that there had been some progress and a boiler had now been ordered for Sheffield Children's Centre and temporary heaters installed by Kier.

(k) Public Question concerning replies in writing to questions at Council

Chrissy Meleady asked why Councillor Drayton had not responded in writing to questions asked on behalf of Reni Aminu, which had been asked at the meeting of Council in November. The questions concerned the appointment of a consultant and were as follows:-

“What best value analysis took place with regard to the appointment/commissioning of the consultant, Julie Dale, for 48 weeks work at a cost of £132,745 for her salary and the agency fees of £26,586 between February 2013 and 8 March 2013, at a time when the Council were claiming poverty and enforcing through a 100 percent grant aid cut on community not for profit early years charities. As the Freedom of Information release shows, Julie Dale was taken on to carry through the axing of the funding to these organisations.”

“What other funding was expended in support of Julie Dale’s role e.g. Personal Assistant and administrative expenses over the extent of her appointment and 48 weeks of her consultancy work etc?”

“Why has the Council not released the information requested with regard to Julie Ward in compliance with the Freedom of Information Act deadlines and why is the Council withholding the full information now.”

Ms Meleady stated that on the 25th November, the Council released information to her that identified costs for the Judicial Reviews relating to Early Years. She stated that additional information relating to the associated costs of the Consultant, Julie Dale is outstanding and information concerning the consultants terms of appointment and terms of reference for her consultancy role etc. She asked why this was and why the Council was thwarting compliance with the law in this instance.

Chrissy Meleady also asked the following questions:

Does Councillor Dore find it acceptable that Councillor Drayton or any other Councillor gives the same response to members of the public month upon month i.e. informing them in response to promises unfilled, letters not sent etc. that she/they/the Council had thought a response had been sent?

Whose responsibility is it to follow through on promises made to the public in Full Council?

Who holds Councillors responsible?

Who monitors this? How are misdemeanours addressed?

What sanctions are in place for breaches?

What role and responsibility do Councillor Dore, the Chief Executive and the Monitoring Officer hold in regard to the above?

In response to the questions from Chrissy Meleady above, the Leader of the

Council, Councillor Julie Dore, responded that she was not aware that the Kinematic Film Company had been given formal notice to move from the premises at Paternoster Row. She said that she felt absolutely sure that this would not be due to the fact that Kinematic had filmed in the Council Chamber at the last Council meeting. It was likely to be for other reasons such as the expiry or termination of a lease.

Councillor Dore said she had no objection to filming in the Council Chamber at Council meetings.

She also stated that the Council has a Standards Committee through which to make a formal complaint and [you] can go to the Local Government Ombudsman if you are unsatisfied.

A written response would be provided to the detailed questions which Ms Meleady had submitted.

(I) Public Questions concerning Leadership and Behaviour

Martin Brighton stated that the answers to his generic questions are often parried with 'not aware of', or 'please send details', when not only has all the requisite information already been sent, but when asked to review the non-answer, the request for a review is ignored. He stated that all that is happening is to 'kick the can down the road' in the futile hope that the issue will go away. He asked why is the Leader doing this.

Secondly, he stated that the Council, via responses to FoIA (Freedom of Information Act) requests, with respect to a voluntary community group, has shown: a) that there is no evidence to support allegations and innuendo made against it, and b) the group has not only met but exceeded the Council's recognition requirements, and c) the financial penalties were outside Council procedures and policy; and d) the Council has ignored a request for an independent qualified auditor. He asked, therefore, what is the lawful justification for continuing to impose sanction and prejudice upon that group.

Thirdly, Mr Brighton asked, if an executive writes saying that names of complainants against him shall be provided, and that files containing those complaints are held, what action will the Leader take to ensure that the undertaking is honoured and the complaint details provided? Are Councillors and Executives to be trusted to tell the truth; and are there any objections to naming and shaming?

Fourthly, Mr Brighton stated that the Council, in response to allegations, accusations or innuendo against Council officers or members, always insists upon evidence before acting. He asked what are the Council's exceptions to this principle, where it is allowed for the Council officers to impose sanction and financial prejudice whilst publicly admitting doing so in the absence of evidence, and only on the basis of already disproved allegations, accusations and innuendo.

Councillor Julie Dore, the Leader of the Council, responded to the questions from Mr Brighton. She stated that when she said that she was not aware of something, it was because she was not aware and more information needed to be provided.

Councillor Dore stated that the other questions which Mr Brighton had asked related to a particular issue concerning a community group. She understood that the organisation does not meet the particular recognition policy and was not therefore eligible to receive certain funding.

5. MEMBERS' QUESTIONS

5.1 Urgent Business

There were no questions relating to urgent business under the provisions of Council Procedure Rule 16.6 (ii).

5.2 Questions

A schedule of questions to Cabinet Members, submitted in accordance with Council Procedure Rule 16, and which contained written answers, was circulated and supplementary questions under the provisions of Council Procedure Rule 16.4 were asked and were answered by the appropriate Cabinet Members.

5.3 South Yorkshire Joint Authorities

There were no questions relating to the discharge of the functions of the South Yorkshire Joint Authorities for Fire and Rescue, Integrated Transport, Pensions or Police under the provisions of Council Procedure Rule 16.6 (i).

6. REPRESENTATION, DELEGATED AUTHORITY AND RELATED ISSUES

RESOLVED: On the Motion of Councillor Pat Midgley, seconded by Councillor Gill Furniss, that (a) approval be given to the following changes to the memberships of Committees, Boards, etc.

Senior Officer Employment Committee	- Councillor Ben Curran to fill a vacancy
Castlegate Member Working Group	- Councillor Colin Ross to fill a vacancy
Central Local Housing Area Board	- Councillor Jack Scott to fill a

vacancy

(b) approval be given to the appointment of representatives to other bodies as follows:-

- | | |
|--|--|
| Fairtrade Working Group | - Councillor Martin Lawton to fill a vacancy |
| Sheffield Media and Exhibition Centre Ltd. | - Councillor Jayne Dunn to replace Councillor Nikki Sharpe |
| Mental Health Partnership Board | - Councillor Jayne Dunn to replace Councillor Ben Curran |
| Sheffield Teaching Hospitals NHS Foundation Trust | - Councillor Jayne Dunn to replace Councillor Ben Curran |
| National Association of British Market Authorities | - Councillor Chris Rosling-Josephs to fill a vacancy |
| National Coal Mining Museum Liaison Committee | - Councillor Garry Weatherall to fill a vacancy |

(c) it be noted that the Leader, in accordance with her Executive powers, has appointed Councillor Ben Curran to replace Councillor Bryan Lodge on (i) the Emergency Planning Shared Services Joint Committee and (ii) the Cabinet Highways Committee;

(d) in accordance with the provisions set out in the School Organisation (Prescribed Alterations to Maintained Schools) (England) Regulations 2007, as amended, the Transfer of Undertakings (Protection of Employment) Regulations 2006, as amended, and Regulation 8 of the Local Government Pension Scheme (Administration) Regulations 2008, as amended, and to set out the arrangements for supporting a request from the governing body of any maintained school within Sheffield to become an admitted body to the South Yorkshire Pension Scheme, as well as who should be responsible for approving such applications to enable such admitted body status to be secured, the City Council gives delegated authority to the Director of Human Resources, in consultation with the Executive Director, Children, Young People and Families, the Director of Finance, the Director of Legal and Governance and the Cabinet Member with responsibility for finance, to approve any application from any maintained school within Sheffield to become an admitted body to the South Yorkshire Pension Scheme pursuant to the legislation described above, provided the governing body of the school in question consents to:-

- membership of the South Yorkshire Pension Scheme; and
- the transfer of any historical deficit of the school in the pension fund to the governing body.

(e) following the recruitment process undertaken by the Audit Committee to fill

the co-opted vacancy on the Committee, the appointment of Elizabeth Stanley to serve as a non-voting co-opted member of the Audit Committee from 1 January 2014 to 17 May 2017, be confirmed.

7. APPOINTMENT TO THE POST OF THE EXECUTIVE DIRECTOR, CHILDREN, YOUNG PEOPLE AND FAMILIES

RESOLVED: That this Council (a) notes the information contained in the report of the Chief Executive now submitted, informing the Council of the recent appointment of Jayne Ludlum to the post of Executive Director, Children, Young People and Families and (b) extends its congratulations to Ms Ludlum on her appointment.

8. DATE OF THE COUNCIL'S ANNUAL GENERAL MEETING IN 2014

RESOLVED: On the Motion of Councillor Pat Midgley, seconded by Councillor David Baker, that this Council:-

(a) gives approval for the date of its Annual General Meeting in 2014 to be moved from 21st May to 4th June, in view of the date of the Municipal Elections in 2014 being moved from 1st May to 22nd May; and

(b) notes the implications of the later date for the Municipal Elections on the terms of office of councillors due to retire in 2014, and of extending the 2013/14 Municipal Year by moving the Annual General Meeting to a later date, as outlined in section 4 of the report of the Chief Executive now submitted.

9. NOTICE OF MOTION GIVEN BY COUNCILLOR IAN AUCKLAND

Transport Investment

It was moved by Councillor Ian Auckland, seconded by Councillor Joe Otten, that this Council:-

(a) believes Liberal Democrats are committed to building a stronger economy by rebalancing the British economy away from the City of London and towards revitalising cities across the country;

(b) welcomes news that the Government's transport capital investment outside of London is set to increase by 28% in real terms in 2015-16;

(c) notes that this represents a 16% increase relative to the previous Government's 2010-11 budget;

(d) thanks Liberal Democrats in Government for helping to secure another £16 million to allow the Bus Rapid Transit project to proceed with greener buses, a new highway link and a high quality service between Sheffield

and Rotherham;

- (e) furthermore, backs the on-going consultation into improvements to Dore and Totley station, which will deliver a significantly improved Manchester to Sheffield service;
- (f) fully endorses the Bus Rapid Transit and Northern Hub Rail projects, and thanks the Government for ensuring investment is available to enable these projects to proceed, and calls on future Governments to ensure these projects are completed;
- (g) reminds Members that these projects come in addition to unprecedented levels of investment in Sheffield's transport infrastructure, including £1.2 billion to enable the Streets Ahead project, £58 million for the UK's first tram/train pilot, and new facilities for electric vehicles;
- (h) believes these projects will help build a stronger local economy by creating jobs and enabling Sheffield to become a better place to do business;
- (i) however, notes South Yorkshire Integrated Transport Authority's 2012/13 budget monitoring report, which demonstrated that projects in which Sheffield City Council were the lead authority, had a total underspend of £2.9 million, more than a third of the allocated budgets;
- (j) regrets that the current Administration have failed to effectively spend the capital funds that have been allocated and believes these failures damage the potential to capitalise on future funding streams; and
- (k) calls upon the Administration to immediately publish its internal review into the failure to manage capital budgets, to ensure these mistakes are not repeated.

Whereupon, it was moved by Councillor Leigh Bramall, seconded by Councillor Chris Rosling-Josephs, as an amendment, that the Motion now submitted be amended by:-

1. the deletion of paragraphs (a) to (d) and (f) to (k);
2. the re-lettering of paragraph (e) as a new paragraph (d); and
3. the addition of new paragraphs (a) to (c) and (e) to (k) as follows:-
 - (a) welcomes the locally designed and developed City Deal Sheffield secured from Government as a first small step towards devolving real powers from Whitehall to local authorities and Local Enterprise Partnerships (LEPs);
 - (b) welcomes the success of the current Administration and South Yorkshire Integrated Transport Authority (SYITA) in developing innovative schemes and proposals that have secured tens of millions of pounds, including

tram train, and the Bus Rapid Transport North scheme;

- (c) welcomes proposals to devolve the Northern Rail franchise to a local level;
- (e) notes the success of the current Administration and SYITA in developing the successful Sheffield Bus Partnership Agreement;
- (f) notes that the ground-breaking innovation in the development of the Sheffield Bus Partnership Agreement has led to Sheffield securing £18 million to further improve bus services in the City;
- (g) recalls that local Liberal Democrats consistently opposed the Bus Partnership Agreement, a position that would have denied the city £18 million of investment in public transport, and therefore welcomes the approach taken by the then Liberal Democrat Transport Minister, Norman Baker MP, in contrast to local Liberal Democrats, in recognising the excellent work of the SYITA and the current Administration to deliver a better bus service;
- (h) notes that the hard work of the partnership between the current Administration and the SYITA led to the SYITA being recognised as the Integrated Transport Authority of the Year at the National Transport Awards this Autumn;
- (i) however, notes that the success in securing capital investment comes amid a backdrop of unprecedented Government cuts to Council funding;
- (j) further notes that the level of cuts being imposed on local government is inevitably reducing and limiting the capacity of many local authorities to undertake work to develop the economy and major transport schemes, and believes this issue demonstrates a complete lack of joined up policy from the Coalition Government and demonstrates that the Coalition has no plan for sustainable growth; and
- (k) welcomes the commitment of the Administration to continue to work to deliver innovative transport schemes, in the face of these unprecedented cuts from Government.

On being put to the vote the amendment was carried.

It was then moved by Councillor Andrew Sangar, seconded by Councillor Shaffaq Mohammed, as an amendment, that the Motion now submitted be amended by:-

1. the re-lettering of paragraphs (h) to (k) as new paragraphs (j) to (m); and
 2. the addition of new paragraphs (h) and (i) as follows:-
- (h) notes recent research by KPMG, which highlights South Yorkshire as one

of the biggest winners of the proposed High Speed Rail 2 project;

- (i) fully supports High Speed Rail 2 and regrets that local Labour MPs refused to sign a letter to the Shadow Chancellor calling on him to clarify his position on the project;

On being put to the vote, the amendment was negated.

After a right of reply from Councillor Ian Auckland, the original Motion, as amended, was then put as a Substantive Motion in the following form and carried:-

RESOLVED: That this Council:-

- (a) welcomes the locally designed and developed City Deal Sheffield secured from Government as a first small step towards devolving real powers from Whitehall to local authorities and Local Enterprise Partnerships (LEPs);
- (b) welcomes the success of the current Administration and South Yorkshire Integrated Transport Authority (SYITA) in developing innovative schemes and proposals that have secured tens of millions of pounds, including tram train, and the Bus Rapid Transport North scheme;
- (c) welcomes proposals to devolve the Northern Rail franchise to a local level;
- (d) furthermore, backs the on-going consultation into improvements to Dore and Totley station, which will deliver a significantly improved Manchester to Sheffield service;
- (e) notes the success of the current Administration and SYITA in developing the successful Sheffield Bus Partnership Agreement;
- (f) notes that the ground-breaking innovation in the development of the Sheffield Bus Partnership Agreement has led to Sheffield securing £18 million to further improve bus services in the City;
- (g) recalls that local Liberal Democrats consistently opposed the Bus Partnership Agreement, a position that would have denied the city £18 million of investment in public transport, and therefore welcomes the approach taken by the then Liberal Democrat Transport Minister, Norman Baker MP, in contrast to local Liberal Democrats, in recognising the excellent work of the SYITA and the current Administration to deliver a better bus service;
- (h) notes that the hard work of the partnership between the current Administration and the SYITA led to the SYITA being recognised as the Integrated Transport Authority of the Year at the National Transport Awards this Autumn;

- (i) however, notes that the success in securing capital investment comes amid a backdrop of unprecedented Government cuts to Council funding;
- (j) further notes that the level of cuts being imposed on local government is inevitably reducing and limiting the capacity of many local authorities to undertake work to develop the economy and major transport schemes, and believes this issue demonstrates a complete lack of joined up policy from the Coalition Government and demonstrates that the Coalition has no plan for sustainable growth; and
- (k) welcomes the commitment of the Administration to continue to work to deliver innovative transport schemes, in the face of these unprecedented cuts from Government.

(Note: 1. Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (a) to (d) and against paragraphs (e) to (k) of the Substantive Motion and asked for this to be recorded.

2. Councillors Robert Murphy and Jillian Creasy voted for paragraphs (a), (c), (d) and (h), against paragraph (g) and abstained on all of the remaining paragraphs of the Substantive Motion and asked for this to be recorded.)

10. NOTICE OF MOTION GIVEN BY COUNCILLOR MAZHER IQBAL

Energy Costs

It was moved by Councillor Mazher Iqbal, seconded by Councillor Adam Hurst, that this Council:-

- (a) believes Britain's energy market isn't working for ordinary families and businesses and the cost of electricity and gas is crippling their family finances;
- (b) regrets that energy bills have risen by almost £300 for families since 2010 and businesses say it's the second biggest cost they face and is concerned that when the price of energy increases energy companies pass this on, but when it drops consumers don't see their bills fall;
- (c) notes recent research by Which? estimating that flaws in the market have left consumers paying £3.9bn a year over the odds since 2010;
- (d) fully opposes the unfair price rises recently announced by the big energy companies including a 10.4% increase in Npower's dual-fuel bills from

December, SSE increasing prices by 8.2% from 15th November, British Gas increasing their prices by 9.2% on 23rd November and Scottish Power raising prices by 8.6% from 6th December;

- (e) notes comments from the Chief Executive of Citizens Advice speaking about the SSE increase “The price rise will be a blow for stretched budgets ... Many households are facing a daily battle to try to make their frozen incomes cover mounting energy, food and travel costs. Further increases will push people into poverty.”;
- (f) believes that the increases represent a rip-off and believes that the present Government have chosen to defend the big energy companies and have failed to stand up for the consumer;
- (g) regrets that the Council’s main opposition group’s spokesperson for energy has followed the line of the Conservative Party in defending the energy companies rather than Sheffield families and is extremely concerned by the following comments he made in “Lib Dem Voice” on 30th September, 2013 “No energy company has a duty to invest in anything” and “To say that energy prices are the fault of the energy companies is obviously on one level correct, but seems to imply that they have a duty to us rather than their shareholders when they set their prices. They have a legal duty not to operate a cartel, but beyond this they pitch their prices to maximise profits.”
- (h) believes that this demonstrates that the main opposition group is only concerned with defending the excessive profits of the big energy companies and has no concern for Sheffield’s hard pressed families who are faced with extortionate increases in their energy bills;
- (i) welcomes the commitment by The Rt. Hon. Ed Miliband MP to freeze energy bills until 2017 upon the election of a Labour Government; and
- (j) further welcomes the commitment that the next Labour Government will reset our energy market so it works for Britain’s families and businesses, with a new tough regulator to stop overcharging.

Whereupon, it was moved by Councillor Joe Otten, seconded by Councillor Colin Ross, as an amendment, that the Motion now submitted be amended by the deletion of all the words after the words “That this Council” and the substitution of the following words therefor:-

- (a) is appalled by the latest round of excessive hikes in energy prices and believes these have been caused by the last Government, who took the market from seventeen operators to the dominance of the big six;
- (b) welcomes the latest Government proposals, which will see average energy bills reduced by £50;
- (c) notes that this deal was reached while protecting the fuel poor and

maintaining support levels for green energy and believes that such a deal could not have been reached without Liberal Democrats in Government;

- (d) confirms that this latest announcement follows a number of measures already taken by the Government to tackle high energy bills, including:
 - (i) the ground-breaking Green Deal, including investment described by the Council's Cabinet Member for Environment as "fantastic news for Sheffield";
 - (ii) reversing the previous Government's planned cut to Cold Weather Payments, which are targeted at the most vulnerable;
 - (iii) promoting 'collective switching' and making it easier for households to switch providers;
 - (iv) reducing fuel bills for 2 million families by up to £130 through the Warm Home Discount;
 - (v) rolling out a 'smart meter' programme, which helps people save money and ensures energy companies meet demand more efficiently; and
 - (vi) working with Ofgem to investigate and tackle the big six's profits;
- (e) rejects spurious claims that rising energy prices are linked to green levies and highlights research which demonstrates that the Coalition Government's climate change policies will save consumers roughly £166 in energy bills by 2020;
- (f) believes the Labour Party's proposed price freeze is a con, which could risk blackouts and jeopardise green jobs as well as billions of pounds of investment in low carbon technology;
- (g) furthermore considers that energy companies will significantly hike prices in anticipation of a freeze and that in the long run a freeze will drive smaller operators out of the market, thereby reducing competition and actually upholding high prices;
- (h) recognises the work already undertaken by the Council to support local residents with energy bills including the previous Administration's Free Insulation Scheme, which insulated over 28,000 homes in Sheffield, and the Big Sheffield Switch;
- (i) however, calls on the current Administration to go further to support local residents struggling with high energy bills by:
 - (i) utilising underspends in the Council capital programme to create a £1 million Local Climate Change Fund, to support community micro-generation projects;

- (ii) maximising the use of collective switching, by repeating the Big Sheffield Switch;
- (iii) promoting the Green Deal, by encouraging local residents to make use of free household assessments; and
- (iv) investigating the use of public health funding to support elderly residents with improved insulation.

On being put to the vote, the amendment was negated.

It was moved by Councillor Robert Murphy, seconded by Councillor Jillian Creasy, as an amendment, that the Motion now submitted be amended by the deletion of paragraphs (g) to (j) and the addition of new paragraphs (g) to (j) as follows:-

- (g) notes that recent budget amendments by the smaller opposition group would have meant lower bills for thousands of Sheffield residents if they had been supported by this Council;
- (h) is disappointed that this motion contains no suggestion of support from this Council to local residents other than support for promises of possible national action in 2015;
- (i) believes that the announcement of a future Price Freeze policy by The Rt. Hon. Ed Miliband MP will lead to higher energy prices before 2015, adversely affecting the residents of Sheffield; and
- (j) calls on this Administration to produce a report as soon as possible on ways that it can help cut the energy bills of its residents.

On being put to the vote, the amendment was negated.

(Note: Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (h), (i) and (j) and against paragraph (g) of the above amendment and asked for this to be recorded.)

After a right of reply by Councillor Mazher Iqbal, the original Motion was then put to the vote and carried, as follows:-

RESOLVED: That this Council:-

- a) believes Britain's energy market isn't working for ordinary families and businesses and the cost of electricity and gas is crippling their family finances;

- (b) regrets that energy bills have risen by almost £300 for families since 2010 and businesses say it's the second biggest cost they face and is concerned that when the price of energy increases energy companies pass this on, but when it drops consumers don't see their bills fall;
- (c) notes recent research by Which? estimating that flaws in the market have left consumers paying £3.9bn a year over the odds since 2010;
- (d) fully opposes the unfair price rises recently announced by the big energy companies including a 10.4% increase in Npower's dual-fuel bills from December, SSE increasing prices by 8.2% from 15th November, British Gas increasing their prices by 9.2% on 23rd November and Scottish Power raising prices by 8.6% from 6th December;
- (e) notes comments from the Chief Executive of Citizens Advice speaking about the SSE increase "The price rise will be a blow for stretched budgets ... Many households are facing a daily battle to try to make their frozen incomes cover mounting energy, food and travel costs. Further increases will push people into poverty.";
- (f) believes that the increases represent a rip-off and believes that the present Government have chosen to defend the big energy companies and have failed to stand up for the consumer;
- (g) regrets that the Council's main opposition group's spokesperson for energy has followed the line of the Conservative Party in defending the energy companies rather than Sheffield families and is extremely concerned by the following comments he made in "Lib Dem Voice" on 30th September, 2013 "No energy company has a duty to invest in anything" and "To say that energy prices are the fault of the energy companies is obviously on one level correct, but seems to imply that they have a duty to us rather than their shareholders when they set their prices. They have a legal duty not to operate a cartel, but beyond this they pitch their prices to maximise profits.";
- (h) believes that this demonstrates that the main opposition group is only concerned with defending the excessive profits of the big energy companies and has no concern for Sheffield's hard pressed families who are faced with extortionate increases in their energy bills;
- (i) welcomes the commitment by The Rt. Hon. Ed Miliband MP to freeze energy bills until 2017 upon the election of a Labour Government; and
- (j) further welcomes the commitment that the next Labour Government will reset our energy market so it works for Britain's families and businesses, with a new tough regulator to stop overcharging.

(Note 1. Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders

Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (a) and (d) and against paragraphs (b) and (c) and (e) to (j) of the Substantive Motion and asked for this to be recorded.

2. Councillors Robert Murphy and Jillian Creasy voted for paragraphs (a) to (f) and abstained on paragraphs (g) to (j) of the Substantive Motion and asked for this to be recorded.)

11. NOTICE OF MOTION GIVEN BY COUNCILLOR LEIGH BRAMALL

Apprenticeships

It was moved by Councillor Leigh Bramall, seconded by Councillor Jackie Drayton, that this Council:-

(a) welcomes the recent confirmation from the Department for Education that Sheffield has by far the highest percentage of young people undertaking apprenticeships of all Core Cities:

•	Sheffield	7.8%
•	Liverpool	5.6%
•	Nottingham	5.2%
•	Leeds	5%
•	Bristol	4.9%
•	Newcastle	3.5%
•	Manchester	2.5%
•	Birmingham	2.4%

(b) further welcomes that the rate currently being achieved is also among the highest of any local authority in England;

(c) believes that the commitment to apprenticeships made by the current Administration has played a significant role in helping to achieve this success with policies such as:

(i) a One Hundred Apprenticeship Programme for young people furthest from the jobs market;

(ii) a locally developed Skills Made Easy apprenticeship programme, which this Council played a key role in designing, that seeks to create 4000 additional apprenticeships across the Sheffield City Region and uniquely puts the purchasing power for skills in the hands of business, thereby meeting the needs of the local economy, young people and the business community far better than national programmes;

(iii) the RISE graduate internship programme, which encourages small and medium sized enterprises (SMEs) to take on graduates; and

- (iv) a pilot of a recently announced Employment and Skills event that will match young people with real jobs and advice on apprenticeships and other training offers;
- (d) further welcomes the City Region's success in securing the £5m Ambition Sheffield City Region bid, which this Administration also played a key role in designing and developing with the Local Enterprise Partnership (LEP) and local authority partners;
- (e) notes that the funding for the Ambition Sheffield City Region bid came from a reported huge £250 million underspend in the Deputy Prime Minister's flagship Youth Contract, with reports suggesting just a few thousand businesses had taken up the programme despite the target exceeding 250,000, and therefore welcomes the fact that the success of the Sheffield City Region Bid shows that the Coalition Government has belatedly recognised the success of Sheffield in tackling youth unemployment, and that local authorities and the LEP in this area are better placed to deliver employment programmes for young people;
- (f) believes that this Administration's commitment to apprenticeships and related programmes is good for the City's business community - helping to deliver the right skills to grow our economy and attract future inward investment – and helps to provide a positive future for our young people by giving them a more prosperous future, thereby representing real action on this Administration's priorities to be business friendly and focus on jobs;
- (g) further welcomes the fact that this commitment to apprenticeships is now reflected in the fact that the City has now seen the percentage of young people Not in Education, Employment and Training (NEETS) reduce to 6.5% - the first time the Council has recorded NEETS of below 7%;
- (h) therefore believes that this is a track record the City and its young people can be proud of and is therefore saddened that the Deputy Prime Minister and the Council's largest opposition group, instead of welcoming this fact and using it to promote the City to investors and the business community, recently chose to incorrectly state that Sheffield was lagging behind other cities on apprenticeships in order to seek short term political gain, despite the potential harm to the City's reputation that such misinformation could well cause;
- (i) confirms that the figures the Deputy Prime Minister and largest opposition group quoted for other cities were net total apprenticeships and that they compared this figure with net additional apprenticeships from the Skills Made Easy programme alone; and
- (j) therefore calls on the Deputy Prime Minister and largest opposition group to immediately make a genuine 'pledge' to stop running Sheffield down for political gain and start standing up for Sheffield alongside the current Administration.

Whereupon, it was moved by Councillor Shaffaq Mohammed, seconded by Councillor Ian Auckland, as an amendment, that the Motion now submitted be amended by the deletion of all the words after the words "That this Council" and the substitution of the following words therefor:-

- (a) laments the appalling legacy of unemployment left by the last Government, including a 42% increase in youth unemployment between 1997 and 2010;
- (b) highlights that in the first year of the Coalition Government, spending on apprenticeships increased by £250 million – a 50% increase on the previous Government's commitments;
- (c) supports all measures to help young people in Sheffield into jobs, including the Sheffield Apprenticeship Programme, Rise Sheffield, the City Deal, the Youth Contract and University Technical Colleges;
- (d) regrets that the Administration have attempted to reduce policies that have cross-party support to party-political point scoring;
- (e) reminds the Administration that criticisms of its policies are not coming from the main opposition group but from local businesses and highlights comments from leaders in the business community such as claims that the Council is "closing its doors for business" and has "lost touch with the business reality of the 21st Century";
- (f) believes that the only people 'running Sheffield down' are the cynical politicians in the Labour Party, including:
 - (i) the local Labour MP who predicted there would be a "post-soviet meltdown" in the city;
 - (ii) the same Labour MP who – as reported by the BBC – warned of race riots on the streets of Sheffield; and
 - (iii) the current Labour Leader of the Council who wrote to a national publication to claim there would be "Rising crime, increasing community tension and ... the break up of civil society" in Sheffield; and
- (g) condemns the cynical hypocrisy of politicians in the ruling group and their attempts to yet again gag any opposition to their Administration.

On being put to the vote, the amendment was negated.

It was then moved by Councillor Chris Rosling-Josephs, seconded by Councillor Denise Fox, as an amendment that the Motion now submitted be amended by the deletion of paragraph (g) and the addition of a new paragraph (g) as follows:-

- (g) further welcomes the fact that this commitment to apprenticeships is now reflected in the fact that the City has seen the percentage of young people Not in Education, Employment and Training (NEETS) reduce first to 6.5% and, according to the very latest figures, reduce to 6.2% - the first time the Council has recorded NEETS of below 7%;

On being put to the vote, the amendment was carried.

After a Right of Reply from Councillor Leigh Bramall, the original Motion, as amended, was then put as a Substantive Motion in the following form and carried:-

RESOLVED: That this Council:-

- (a) welcomes the recent confirmation from the Department for Education that Sheffield has by far the highest percentage of young people undertaking apprenticeships of all Core Cities:

•	Sheffield	7.8%
•	Liverpool	5.6%
•	Nottingham	5.2%
•	Leeds	5%
•	Bristol	4.9%
•	Newcastle	3.5%
•	Manchester	2.5%
•	Birmingham	2.4%

- (b) further welcomes that the rate currently being achieved is also among the highest of any local authority in England;

- (c) believes that the commitment to apprenticeships made by the current Administration has played a significant role in helping to achieve this success with policies such as:

- (i) a One Hundred Apprenticeship Programme for young people furthest from the jobs market;
- (ii) a locally developed Skills Made Easy apprenticeship programme, which this Council played a key role in designing, that seeks to create 4000 additional apprenticeships across the Sheffield City Region and uniquely puts the purchasing power for skills in the hands of business, thereby meeting the needs of the local economy, young people and the business community far better than national programmes;
- (iii) the RISE graduate internship programme, which encourages small and medium sized enterprises (SMEs) to take on graduates; and
- (iv) a pilot of a recently announced Employment and Skills event that

will match young people with real jobs and advice on apprenticeships and other training offers;

- (d) further welcomes the City Region's success in securing the £5m Ambition Sheffield City Region bid, which this Administration also played a key role in designing and developing with the Local Enterprise Partnership (LEP) and local authority partners;
- (e) notes that the funding for the Ambition Sheffield City Region bid came from a reported huge £250 million underspend in the Deputy Prime Minister's flagship Youth Contract, with reports suggesting just a few thousand businesses had taken up the programme despite the target exceeding 250,000, and therefore welcomes the fact that the success of the Sheffield City Region Bid shows that the Coalition Government has belatedly recognised the success of Sheffield in tackling youth unemployment, and that local authorities and the LEP in this area are better placed to deliver employment programmes for young people;
- (f) believes that this Administration's commitment to apprenticeships and related programmes is good for the City's business community - helping to deliver the right skills to grow our economy and attract future inward investment – and helps to provide a positive future for our young people by giving them a more prosperous future, thereby representing real action on this Administration's priorities to be business friendly and focus on jobs;
- (g) further welcomes the fact that this commitment to apprenticeships is now reflected in the fact that the City has seen the percentage of young people Not in Education, Employment and Training (NEETS) reduce first to 6.5% and, according to the very latest figures, reduce to 6.2% - the first time the Council has recorded NEETS of below 7%;
- (h) therefore believes that this is a track record the City and its young people can be proud of and is therefore saddened that the Deputy Prime Minister and the Council's largest opposition group, instead of welcoming this fact and using it to promote the City to investors and the business community, recently chose to incorrectly state that Sheffield was lagging behind other cities on apprenticeships in order to seek short term political gain, despite the potential harm to the City's reputation that such misinformation could well cause;
- (i) confirms that the figures the Deputy Prime Minister and largest opposition group quoted for other cities were net total apprenticeships and that they compared this figure with net additional apprenticeships from the Skills Made Easy programme alone; and
- (j) therefore calls on the Deputy Prime Minister and largest opposition group to immediately make a genuine 'pledge' to stop running Sheffield down for political gain and start standing up for Sheffield alongside the current Administration.

(Note 1. Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (a) and (b) and against paragraphs (c) to (j) of the Substantive Motion and asked for this to be recorded.

2. Councillors Robert Murphy and Jillian Creasy voted for paragraphs (a) to (g) and abstained on paragraphs (h) to (j) of the Substantive Motion and asked for this to be recorded.)

12. NOTICE OF MOTION GIVEN BY COUNCILLOR JOE OTTEN

Energy Prices (2)

At the request of Councillor Joe Otten (the mover of the Motion) and with the consent of the Council, the Notice of Motion Numbered 12 on the Summons for this meeting was withdrawn.

13. NOTICE OF MOTION GIVEN BY COUNCILLOR CLIVE SKELTON

British Nuclear Tests Veterans

RESOLVED: On the Motion of Councillor Clive Skelton, seconded by Councillor Julie Dore, that this Council:-

- (a) recognises the contribution that our serving armed forces and veterans make to our communities;
- (b) notes that its commitment to the Armed Forces Community Covenant ensures the needs of those residents of Sheffield who serve or have served the country are recognised and supported at a local level;
- (c) congratulates everybody involved in delivering many successful activities in Sheffield, as demonstrated by the inclusion of eleven Sheffield examples in the Royal British Legion's Best Practice Guide to Community Covenants (September 2013);
- (d) further notes that many other residents have, through a range of professions, served the country in equally significant measure in national security and defence – including those who participated in the testing of Britain's nuclear weapons in the 1950s and 1960s;
- (e) welcomes that, following a Ministry of Defence commissioned Health Needs Analysis in 2011 of British nuclear test veterans, the NHS has introduced a number of practical measures to support them;

- (f) believes that other parts of the public and voluntary sector should seek to introduce similar measures to support nuclear test veterans – and that the Council should lead this at a local level by extending the provisions of the Armed Forces Community Covenant to those veterans who live in Sheffield;
- (g) urges the Government to support the campaign of the British Nuclear Tests Veterans' Association by:
 - (i) officially recognising the unique service of these veterans and acknowledge the nation's continuing debt to them; and
 - (ii) supporting the intention to establish a Benevolent Fund of £25million to provide assistance for those veterans and their descendants in need; and
- (h) agrees to ask all the Sheffield MPs to back this campaign and join the Council in urging the Government to support the requests outlined in paragraph (g) above.

14. NOTICE OF MOTION GIVEN BY COUNCILLOR JULIE DORE

Women of Steel Statue

RESOLVED: On the Motion of Councillor Julie Dore, seconded by Councillor Pat Midgley, that this Council:-

- (a) notes that the Council launched an appeal in February 2013 to raise the £150,000 needed to install the Women of Steel statue, designed by artist Martin Jennings, at Barkers Pool, outside the City Hall;
- (b) believes that this statue will be a fitting tribute to the women of Sheffield who worked in the steelworks and factories through both world wars and were vital contributors to the war effort;
- (c) further believes that this statue and the story it represents will be an inspiration to the present and future women of Sheffield;
- (d) congratulates the performers, organisers and benefactors who between them raised over £60,000 towards the cost of the statue at the recent fundraising concert; and
- (e) urges the people of Sheffield to continue to contribute in many ways to achieve the target which is needed to pay for the statue so that it can be in place during the 100th anniversary of the outbreak of World War One.

15. NOTICE OF MOTION GIVEN BY COUNCILLOR JILLIAN CREASY

Financial Transaction Tax (FTT)

At the request of Councillor Jillian Creasy (the mover of the Motion) and with the consent of the Council, the Notice of Motion Numbered 15 on the Summons for this meeting was withdrawn.

16. NOTICE OF MOTION GIVEN BY COUNCILLOR DIANA STIMELY

Car Parking Initiatives

It was moved by Councillor Diana Stimely, seconded by Councillor Penny Baker, that this Council:-

- (a) recalls motions from the main opposition group in December 2011 and December 2012, calling on the Administration to support local businesses by repeating the previous Administration's Free Christmas Parking scheme;
- (b) notes that other cities and towns, including neighbouring Rotherham, continue to offer free parking schemes in the run up to Christmas;
- (c) reminds Members that proposals in the main opposition group's budget amendment would have provided funding for the provision of free Christmas parking;
- (d) regrets that instead of supporting local traders, this anti-business, anti-car Administration have hiked many city-centre parking charges; and
- (e) calls upon the Administration to reconsider its Christmas policy to re-introduce free Christmas parking in the city and district centres.

Whereupon, it was moved by Councillor Ian Auckland, seconded by Councillor David Baker, as an amendment, that the Motion now submitted be amended by the deletion of paragraph (e) and the addition of new paragraphs (e) and (f) as follows:-

- (e) welcomes the Administration's decision to re-introduce free Christmas parking and accepts this as an admission of the failure of their parking policies; and
- (f) urges the Administration to now undertake a full review of city-centre parking, including recent hikes, which were branded 'disgraceful' and 'killing' by local businesses.

On being put to the vote, the amendment was negated.

(Note: Councillors Jillian Creasy and Robert Murphy voted for paragraph (f) and against paragraph (e) of the above amendment and asked for this to be recorded.)

It was then moved by Councillor Leigh Bramall, seconded by Councillor Neale Gibson, as amendment, that the Motion now submitted be amended by the deletion of all the words after the words "That this Council" and the substitution of the following words therefor:-

- (a) welcomes the current Administration's announcement last week of a 'Free from Three' parking scheme in the run up to Christmas to provide free parking from 3pm on the Wednesdays in December up to Christmas Day, for on-street and off street parking in the city centre;
- (b) further welcomes the announcement of a first ever trial of a Parking Payback scheme in Broomhill, developed with Broomhill traders, to launch in December;
- (c) notes that the current Administration has also reduced most off-street Council car park fees by up to 50% and has reduced off-prime on-street fees, compared to those levied by the previous Administration;
- (d) further notes that the previous Administration increased parking fees in all but one year of their term, and used Government funding that the Coalition has now cut to fund free Christmas parking schemes; and
- (e) therefore welcomes the current Administration's commitments to be business friendly and focus on jobs, and believes the new parking initiatives recently announced, along with the successful Summer Saturdays programme of activities in the city centre between July and September, demonstrate real action from the Council in the face of unprecedented cuts from the Coalition Government.

On being put to the vote, the amendment was carried.

(Note Councillors Robert Murphy and Jillian Creasy voted for paragraph (b), against paragraphs (a) and (e) and abstained on paragraphs (c) and (d) of the above amendment, and asked for this to be recorded.)

The original Motion, as amended, was then put as a Substantive Motion in the following form and carried:-

RESOLVED: That this Council:-

- (a) welcomes the current Administration's announcement last week of a 'Free from Three' parking scheme in the run up to Christmas to provide free parking from 3pm on the Wednesdays in December up to Christmas Day, for on-street and off street parking in the city centre;
- (b) further welcomes the announcement of a first ever trial of a Parking Payback scheme in Broomhill, developed with Broomhill traders, to launch in December;
- (c) notes that the current Administration has also reduced most off-street

Council car park fees by up to 50% and has reduced off-prime on-street fees, compared to those levied by the previous Administration;

- (d) further notes that the previous Administration increased parking fees in all but one year of their term, and used Government funding that the Coalition has now cut to fund free Christmas parking schemes; and
- (e) therefore welcomes the current Administration's commitments to be business friendly and focus on jobs, and believes the new parking initiatives recently announced, along with the successful Summer Saturdays programme of activities in the city centre between July and September, demonstrate real action from the Council in the face of unprecedented cuts from the Coalition Government.

(Note 1. Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (a) and (b) and against paragraphs (c) to (e) of the Substantive Motion and asked for this to be recorded.

2. Councillors Robert Murphy and Jillian Creasy voted for paragraph (b), against paragraphs (a) and (e) and abstained on paragraphs (c) and (d) of the Substantive Motion, and asked for this to be recorded.)

17. NOTICE OF MOTION GIVEN BY COUNCILLOR BRYAN LODGE

Sporting Success

RESOLVED: On the Motion of Councillor Isobel Bowler, seconded by Councillor Mick Rooney, that this Council:-

- (a) congratulates the following Sheffield sportsmen, sportswomen and teams who have achieved notable success in 2013:
 - (i) Nick Matthews, third time World Squash Champion;
 - (ii) Matthew Fitzpatrick, US Amateur Golf Champion;
 - (iii) Peter James Hallam, Junior Men's British Figure Skating Champion;
 - (iv) Matthew Johnson, City of Sheffield swimmer, member of the British Junior World Champion Relay Team;
 - (v) Sheffield Trampoline Academy, two World Champions, Bryony Page and Lucy Horan;

- (vi) Sheffield Eagles, the first side to win back to back Rugby League Championship Grand Finals;
 - (vii) City of Sheffield Diving Club, Top Boy and Girls Teams in British Diving Talent Games; and
 - (viii) Sheffield FC, inaugural winners of the Pioneers Cup, against teams from Italy and Spain;
- (b) believes these achievements highlight the contribution Sheffield sport clubs and individuals make to the City and thanks performers, officials, and volunteers for their hard work and commitment; and
- (c) directs that a copy of this Motion be sent to the named clubs and that letters of congratulations be sent to those mentioned above who have received individual awards.

18. NOTICE OF MOTION GIVEN BY COUNCILLOR ROB FROST

Sports Pitches

It was moved by Councillor Rob Frost, seconded by Councillor David Baker, that this Council:-

- (a) believes it is important to support grassroots sport within the city for its well documented community, public health and emotional wellbeing benefits;
- (b) notes the shocking condition of many Council-owned football pitches across Sheffield and considers this a barrier to grassroots participation;
- (c) welcomes the announcement by the Coalition Government, alongside the Football Association and the Premier League, to invest £102 million in grassroots football facilities; and
- (d) calls upon the Administration to bid into this fund to radically improve grassroots football facilities in Sheffield, the home of football.

Whereupon, it was moved by Councillor Isobel Bowler, seconded by Councillor David Barker, as an amendment, that the Motion now submitted be amended by the deletion of paragraphs (b) to (d) and the addition of new paragraphs (b) to (d) as follows:-

- (b) welcomes the £4m the Council has secured in recent years from the Football Association and the Football Foundation, enabling investment in pitches across the city from Topley to Bawtry Road and Parsons Cross to Norfolk Park;

- (c) confirms that the Council is working with governing bodies and Sport England on identifying and funding the next wave of improvements; and
- (d) regrets the significant Government cuts to Sheffield's funding which have resulted in a reduction in the parks budget of £4m since 2010 and further regrets the resulting impact on maintenance and investment budgets for our parks, including sports pitches.

On being put to the vote the amendment was carried.

The original Motion, as amended, was then put as a Substantive Motion in the following form and carried:-

RESOLVED: That this Council:-

- (a) believes it is important to support grassroots sport within the city for its well documented community, public health and emotional wellbeing benefits;
- (b) welcomes the £4m the Council has secured in recent years from the Football Association and the Football Foundation, enabling investment in pitches across the city from Totley to Bawtry Road and Parsons Cross to Norfolk Park;
- (c) confirms that the Council is working with governing bodies and Sport England on identifying and funding the next wave of improvements; and
- (d) regrets the significant Government cuts to Sheffield's funding which have resulted in a reduction in the parks budget of £4m since 2010 and further regrets the resulting impact on maintenance and investment budgets for our parks, including sports pitches.

(Note: Councillors Simon Clement-Jones, Shaffaq Mohammed, Rob Frost, Sylvia Anginotti, Colin Ross, Joe Otten, Penny Baker, Diana Stimely, Roger Davison, Sue Alston, Andrew Sangar, Denise Reaney, Ian Auckland, Anders Hanson, Katie Condliffe, David Baker and Trevor Bagshaw voted for paragraphs (a), (b) and (c) and against paragraph (d) of the Substantive Motion and asked for this to be recorded.

19. NOTICE OF MOTION GIVEN BY COUNCILLOR ROBERT MURPHY

Cycle Carriage On Tram/Trains

It was moved by Councillor Robert Murphy, seconded by Councillor Jillian

Creasy, that this Council:-

- (a) notes recent research that showed Sheffield is one of the most congested cities in the country and that congestion is growing;
- (b) notes the recent plans for rail improvements at Dore junction station which will increase capacity on the Hope Valley line and is glad to support these moves which are long overdue;
- (c) believes that when complete the improvements will open opportunities to re-open rail stations such as Heeley, Millhouses and Totley Brook as well as improving journey times and reliability of Trans Pennine services;
- (d) regrets the decision of the South Yorkshire Integrated Transport Authority (SYITA) not to approve provision for cycle carriage on Tram/Train vehicles, thereby missing an opportunity to show its support for integrated transport and lead the way with this national pilot;
- (e) reaffirms this Council's support for provision for cycle carriage on Tram/Trains and believes the SYITA decision will reduce support for a Tram/Train extension alongside the current track bed to the south of Sheffield in favour of heavy rail; and
- (f) directs that a copy of this Motion be sent to the SYITA, Stagecoach Supertram and Network Rail.

Whereupon, it was moved by Councillor Leigh Bramall, seconded by Councillor Robert Johnson, as an amendment, that the Motion now submitted be amended by:-

- 1. the deletion of paragraph (a) and the addition of a new paragraph (a) as follows:-
 - (a) notes that Government figures show that Sheffield has lower levels of congestion than most other Core Cities;
- 2. the deletion of paragraph (e) and the addition of a new paragraph (e) as follows:-
 - (e) reaffirms this Council's support for provision for cycle carriage on Tram/Trains and regrets the SYITA decision to reject a Tram/Train vehicle design that would have allowed the carriage of cycles to be trialled.

On being put to the vote, the amendment was carried.

The original Motion, as amended was then put as a Substantive Motion in the following form and carried, as follows:-

RESOLVED: That this Council:-

- (a) notes that Government figures show that Sheffield has lower levels of congestion than most other Core Cities;
- (b) notes the recent plans for rail improvements at Dore junction station which will increase capacity on the Hope Valley line and is glad to support these moves which are long overdue;
- (c) believes that when complete the improvements will open opportunities to re-open rail stations such as Heeley, Millhouses and Totley Brook as well as improving journey times and reliability of Trans Pennine services;
- (d) regrets the decision of the South Yorkshire Integrated Transport Authority (SYITA) not to approve provision for cycle carriage on Tram/Train vehicles, thereby missing an opportunity to show its support for integrated transport and lead the way with this national pilot;
- (e) reaffirms this Council's support for provision for cycle carriage on Tram/Trains and regrets the SYITA decision to reject a Tram/Train vehicle design that would have allowed the carriage of cycles to be trialled; and
- (f) directs that a copy of this Motion be sent to the SYITA, Stagecoach Supertram and Network Rail.

ELECTORAL REVIEW OF SHEFFIELD CITY COUNCIL : SUBMISSION ON COUNCIL SIZE

At its meeting on 11th November 2013, the Overview and Scrutiny Management Committee received a report of the Director of Policy, Performance and Communications, outlining the evidence received by the Committee concerning the optimum size of Council, and putting forward a draft submission on Council size to be sent to the Local Government Boundary Commission for England in preparation for the Further Electoral Review of Sheffield City Council which will take place from February 2014.

Relevant extracts of the Committee's minute is set out below, and the Council is asked to approve the submission on Council size, appended to this report, as indicated at paragraph (b) of the resolution:-

SHEFFIELD CITY COUNCIL ELECTORAL REVIEW - UPDATE ON REVIEW, PREPARATION AND DISCUSSION PAPER ON COUNCIL SIZE

6.1 The Director of Policy, Performance and Communications, submitted a report containing a summary of the evidence which had been presented to an informal meeting of the Committee held on 11th July 2013, by organisations and members of the public, regarding the size of the City Council and the proposed submission on Council size. The report was accompanied by the draft submission on Council size, which was to be submitted to the Local Government Boundary Commission for England. A paper containing the results of a survey of Elected Members, undertaken in order to inform the Council's submission on Council size, together with details of the methodology used as part of the survey were circulated at the meeting.

6.6 RESOLVED: That the Committee:-

- (a) notes the contents of the report now submitted, together with the additional information circulated;
- (b) in the light of the comments received as part of the survey and the comments made at this meeting, approves the draft submission on Council size, as attached to the report now submitted, and refers it to the Full Council meeting to be held on 8th January 2014, prior to its submission to the Local Government Boundary Commission for England; and
- (c) thanks Victoria Penman and her colleagues in Policy, Performance and Communications for the excellent work undertaken.

(NOTE: A copy of the draft submission on Council Size is appended to this report.)

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Sheffield City Council

Electoral review of Sheffield City Council

Submission on council size, to be submitted to the Local Government Boundary Commission for England.

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Part One: Introduction

1. The council has been informed by the Local Government Boundary Commission for England (the Commission) that an Electoral Review of Sheffield City Council is to be undertaken between August 2013 and March 2015. This review has been triggered by the finding that the electorate in Central ward is 43% higher than the average electorate in the city.
2. During the first stage of the electoral review, the Commission will reach a decision on the size of the Council (the number of councillors to be returned to the Council). This document is the Council's council size submission to the Commission, and provides the Commission with the Council's view as to the appropriate council size and the evidence supporting this.
3. The Local Government Boundary Commission states in its publication *Electoral reviews: Technical guidance* that the key factors which they will take into consideration in an electoral review are as follows:
 - the governance arrangements of the council, how it takes decisions across the broad range of its responsibilities, and whether there are any planned changes to those arrangements;
 - the council's scrutiny functions relating to its own decision-making and the council's responsibilities to outside bodies, and whether any changes to them are being considered; and
 - the representational role of councillors in the local community and how they engage with people, conduct casework and represent the council on local partner organisations.
4. In addition to these factors, as Sheffield City Council elects by thirds, there is a presumption that the Commission seek to achieve a pattern of three member wards wherever possible.
5. The Council's view, having regard to the above factors and having taken all the available evidence into account, is that it should continue to have 84 councillors. Underlying this view are a number of principles and considerations:
 - Sheffield City Council is a large and ambitious council, seeking to create a **city of global significance**. This requires councillors, particularly Cabinet members, to be strategic and to work at a high level, seeking to influence at a national level. This requires a significant time commitment and a wide range of skills from councillors.
 - At the same time, councillors consider their community role to be very significant and the Council is seeking to enhance the role of councillors in the

community, with **councillors further developing their roles as local leaders**. This enhanced role is recognised by the House of Commons Communities and Local Government Committee’s report *Councillors on the Front Line*.

- These two roles, alongside the scrutinising and regulatory duties of the Council, mean that a wide range of skills (and areas of expertise) is needed.
- We believe that particularly in the current challenging times, Sheffield City Council has a role to ensure that we get the best possible outcomes for the city. This means that councillors are stepping up to the challenge in **working with government** to ensure that Sheffield gets its fair share, and at a local level that councillors are experiencing higher levels of casework as they work to **support constituents**, as well as **working with community organisations which are under increasing pressure**.
- The reduction in our financial resources does not mean that the Council should draw back from its role in **ensuring that high quality services continue to be delivered to the people of Sheffield**, and that **democratic oversight is maintained**. This means that even where services are provided by communities or trusts, councillors often play a part in governing bodies.
- We are keen to ensure that the diverse population of Sheffield is represented by a **diverse range of councillors**. We value all of our councillors for their different skills and experiences, and we believe that it is important that demands on councillors do not reach levels that restrict the pool of councillors, or limit the opportunities of particular groups to become councillors.

6. In developing the Council’s submission, the possibility of reducing the number of members was considered, and a range of factors taken into account as below to identify whether there was a prima facie case for changing the number of councillors, either upwards or downwards:

Factor	Reasoning	Change in size?
Role of the councillor in the community	As outlined at paragraph 68, work in the community has always been central to Sheffield councillors, and for back benchers is a larger part of the role than involvement in the Town Hall. Councillors consider themselves as community leaders and activists, and the community leadership role of councillors in Sheffield is increasing, in part as a result of the changes to locality management (at paragraph 33). The increase in this role is anticipated to lead to additional demands on the time of elected members, and to require a wider range	Possibly – slight increase

	of skills.	
The nature of the Council's specific governance arrangements	Sheffield City Council already delegates a significant number of decisions to officers, and has carried out reviews which have reduced the number and frequency of meetings, but the workload on members remains significant, particularly in Licensing committees. There have been reductions in the frequency of some meetings in recent years, but this is not significant and it is felt that there is little scope for further reductions in the number of meetings without adversely impacting on effective decision-making and democratic accountability. New locality management arrangements are likely to lead to an increase in the number of meetings.	No
National and sub-regional working arrangements	Sheffield City Council is ambitious council which seeks to take responsibility more of the services which affect the outcomes for the city. One of the eight Core Cities which has negotiated with government to secure additional powers and responsibilities, Sheffield City Council plays a pivotal role in the Sheffield City Region. Sheffield City Region is in the process of setting up a combined authority alongside other local authorities in the City region. This authority will incur additional responsibilities, and place additional demands on the time of Cabinet members, and also on those councillors who become involved in the scrutiny of the authority, although it is anticipated that the increase will be relatively small.	No
Ratio of councillors	Sheffield City Council has a low number of councillors per head of population compared with the national average, sub-regional average and Core City average. Whilst this is not a factor which is directly relevant, combined with the fact that the city of Sheffield is also relatively deprived, and has a diverse community both placing significant demand on councillors, it provides some indication that there is not a prima facie case for changing the number of councillors.	No
Diversity	Sheffield is a city of great diversity, as outlined in full at Parts Two and Seven. Reducing the number of councillors significantly would not only mean that councillors represented more	No

	constituents, but that they would represent a more diverse range of constituents with a more diverse range of issues. This is challenging both in terms of workload, but also in terms of the fairness and effectiveness of representation for different communities with competing interests.	
Range of responsibilities of the council	Sheffield City Council has recently taken on responsibility for a range of services as detailed at Part Nine. Despite austerity, Sheffield is committed to ensuring that Sheffield continues to receive a full range of service and that democratic oversight is maintained, and to seeking further responsibilities for additional services and outcomes.	
Cost	In the current financial climate, achieving cost savings and value for money is a major concern for the Council. Although reducing the number of elected members would give rise to a small reduction per member/ward, this would not be significant unless the Council reduced in size very significantly as the majority of member support costs and administration of meetings would not be affected. It is not felt that a reduction of a significant magnitude would be manageable. The Council also recognises that most councillors work in a largely voluntary capacity, and that employing staff to carry out the work which they carry out at community level, or to provide more support, would not necessarily represent value for money.	No
Population forecast	Sheffield's population has increased by 7.5% between 2001 and 2011, higher than the national average, and is forecast to continue to grow at around the national average. This growth is not significant enough to warrant an increase in members, but does not give rise to a prima facie case for a decrease.	No
Diverse membership	Sheffield City Council is keen to have a diverse range of councillors with different backgrounds, employment status, age, sex and ability represented. Reducing the size of the Council runs the risk of reducing the diversity of its members, both by virtue of reducing the number of positions and by potentially reducing the involvement of groups who would find an increased workload a barrier. We are particularly aware that those who are self-	No

	employed or employed full time find the time commitment of being a councillor challenging, and do not wish to do anything to worsen this situation.	
Public perception	A small number of responses to the Budget consultation in 2012 suggested reducing councillors to reduce costs. However, witnesses to the Overview and Scrutiny Management Committee were of the view that the number of councillors should remain the same or be increased.	No

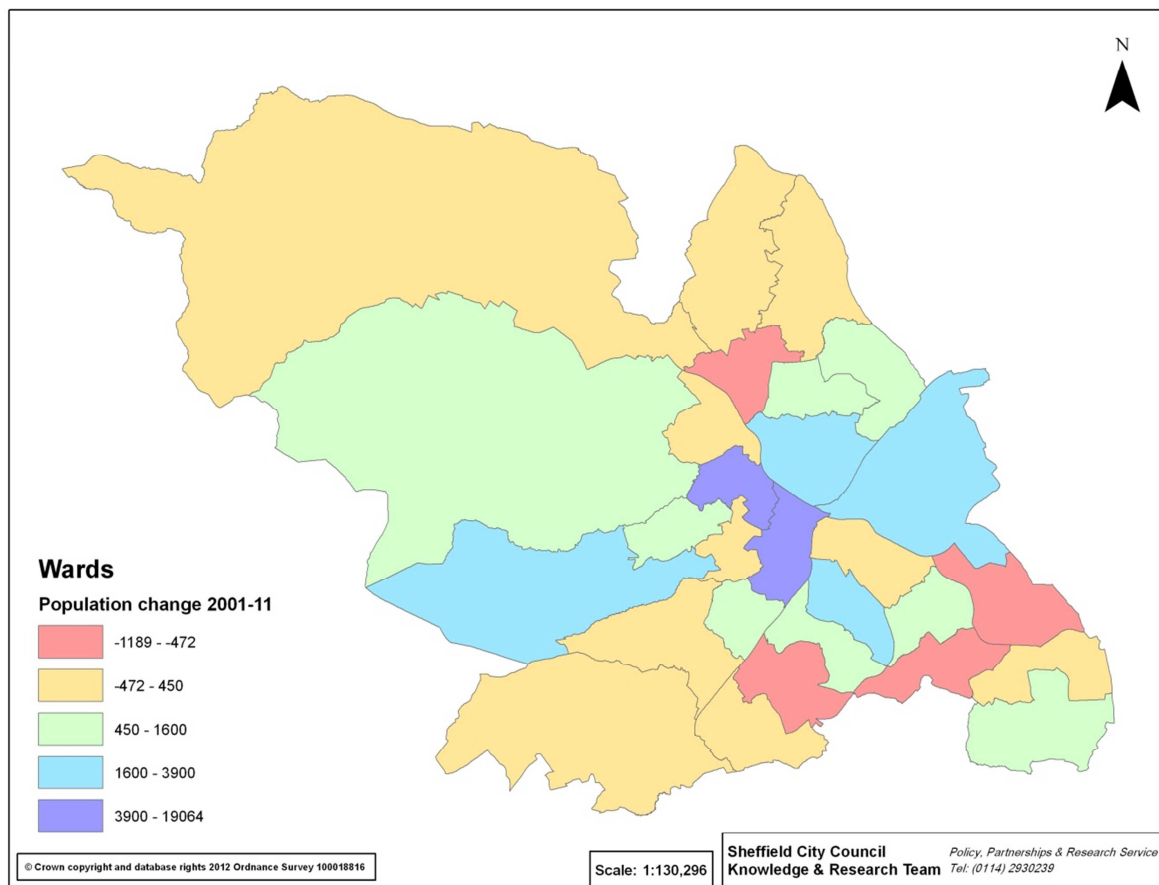
7. The Council's submission on council size has been informed by:
 - a. Desk-based research into current ways of working
 - b. A survey of elected members asking for estimates of workload and views of their experiences
 - c. Focus groups considering the representative role of the councillor
 - d. Diaries of councillors workload
 - e. An evidence-gathering session of the Scrutiny Management Committee seeking views from the public
 - f. Consideration of Sheffield's approach to governance and democracy.

8. A report of the research into member workloads and experiences can be found at Appendix A.

Part Two: Sheffield

Population and demography

9. With a population of 552,698 at the 2011 Census, Sheffield is England's 3rd largest metropolitan authority. The population of Sheffield has increased by 7.5% between the 2001 and 2011 censuses, and is expected to increase by a further 6.3% by 2020, with the electorate forecast to grow by 4.3% from 397,155 to 414,000 (see Appendix B). This increase has not been uniform across the city, and there is great variation in the stability of population of different wards, as demonstrated on the map below.



10. Sheffield is the 56th most deprived local authority in the country, but deprivation is not experienced evenly across the authority, with the South West being more affluent than the national average, and the North East particularly acutely deprived. 16 wards have Lower Super Output Areas (LSOAs) within the 10% most deprived in the country according to the Index of Multiple Deprivation, with five wards having more than half their residents amongst the 10% most deprived in the country. Health inequalities and education and skills are particularly pronounced: 18 LSOAs are now in the 1% most deprived in terms of education and skills in the country whilst 10 LSOAs are in the 1% least deprived per cent. Whilst significant improvement has been made in health inequalities, the difference in life expectancy between the more affluent and less well-off communities in 2009-11 was 8.7 years for men and 7.4 years for women.

11. Aside from the inequalities of deprivation, Sheffield is diverse in many different ways, both in terms of demographics and of geography. This diversity is welcomed, and the wide range of communities make Sheffield the city it is, but the diversity also places demands on the councillors representing them due to the varying needs and interests of different communities.

12. Across the city as a whole, around 19% of the population are from black or minority ethnic groups, with the Census indicating distinct communities of 500 or more residents from at least 35 countries, and including both well-established BME communities from countries such as Pakistan, Yemen and Somalia as well as more recent arrivals including a growing Roma-Slovak community, and communities from

the European accession states. Residence of people from BME communities is not uniform across the city: according to the last Census more than 65% of Central ward residents were born outside of the UK, with 20% having lived in the UK for less than five years (this figure will reflect high numbers of overseas students), whilst 43.4% of Burngreave residents were born outside of the UK, with 3.4% having lived in the UK for two years or less, and 14.9% having lived in the UK for ten years or more.

13. Although constituting less than ten per cent of the city's residents, students are a very distinct community in Sheffield. Two large universities mean that Sheffield is home to approximately 40,000 students, with students from the universities making up a significant proportion of the residents in several wards around the city, particularly Broomhill, Crookes and Central wards.
14. The age profile of different wards is particularly interesting, having wide variations, and has challenges for councillors in engaging effectively with a range of different communities.
15. Appendix C provides more detailed population information at ward level, illustrating the diversity of the city.

Geography and topography

16. Sheffield is sited at the heart of the Sheffield City Region. Having a total area of 368km², the geography of the city is also diverse, being centred on the confluence of five rivers, and comprising a number of steep hills and valleys leading to a large number of distinct geographical communities; Sheffield is often described as a city of villages. In terms of geographical area, the city is roughly one third urban, one third rural and one third in the Peak District (although, as would be expected, the large majority of the population reside in the urban area of the city). Wards currently vary in size from 2.743km² to 93.127km².

Part Three: Sheffield City Council governance

17. Sheffield City Council is currently composed of 84 councillors, representing 28 three member wards. Councillors are elected by thirds each year, with a 'fallow year' every four years when no elections are held. All seats are contested by the three largest national parties and the Green party, and other smaller national political party candidates and independents also stand in a number of wards. Councillors tend to stand for re-election, with many councillors continuing in position for many years.
18. The last electoral review of the Council took place in 2002/3, being implemented in 2004. This review decided that the council size would reduce from 87 to 84 councillors, a reduction of one ward.
19. In recent times, the political make-up of the Council has varied, with Labour and Liberal Democrat majorities of varying sizes, and periods of no overall control. The

Council currently has a large Labour majority (Labour 60, Lib Dem 22, Green 2). There has been sizeable Conservative opposition in the past, but this has dwindled since the 1980s and the last Conservative councillor lost their seat in 2008.

20. One of the eight Core Cities, in the last eighteen months Sheffield City Council has negotiated an ambitious '**city deal**' with government on behalf of the wider City Region, **taking on new powers and responsibilities** (see paragraph 62), and plans to continue to work with government to increase its responsibility for and influence over outcomes for the people of Sheffield. Sheffield has a central role in the Sheffield City Region, and the city region is currently in the process of setting up a **Combined Authority** with the other local authorities. Consultation closed in October 2013 and the combined authority is anticipated to be up and running by April 2014.
21. Sheffield has a **Local Strategic Partnership**, Sheffield First, which sets the strategic direction for the City. The partnership is led by the Sheffield Executive Board, which is chaired by the Leader of the Council, and includes senior representatives from a range of public, private and voluntary sector organisations in the city.

Full Council

22. The Council sits in full every month (except August), and is well attended both by councillors and by members of the public. In addition to taking those decisions which are reserved to Full Council, including decisions on the Budget, Sheffield has a **strong and highly valued tradition of questions and answers and petitions from the public, as well as of political debate**, and in 2012/13 there were 147 public questions and 43 public petitions. Full Council usually lasts for approximately 5 hours.

Executive arrangements

23. Sheffield City Council operates a Strong Leader/Cabinet model, and has done so since May 2010, with the leader and cabinet form of governance having been in place at the time of the last review. The Leader is appointed by the Council annually. The Leader decides the scheme of delegation to executive members and to officers. Although there is an extensive scheme of delegations in place to both portfolio holders and to officers, and the Leader is empowered to take any decision which Cabinet may take, there is a **strong preference for collective Cabinet decision-making on major decisions**, with both of the largest parties taking major decisions at Cabinet.
24. The strong leader model enables swift decisions to be made and provides clear accountability. Whilst, it also has the potential to provide fewer opportunities for a significant number of members to be involved in the detail of decision-making, administrations have used small task and finish groups to **engage a wide range of councillors in policy-making in a flexible way which meets the needs of a modern city**. In addition, both of the larger parties hold biweekly policy sessions which are attended by the majority of councillors.

25. There are currently eight Cabinet portfolios in addition to the Leader:

- Homes and Neighbourhoods
- Finance and Resources
- Business, Skills and Development (including Transport)
- Health, Care and Independent Living
- Culture, Sport and Leisure (including Parks)
- Children, Young People and Families
- Communities and Inclusion
- Environment, Recycling and Streetscene.

26. The size of Cabinet varies from time to time. At the time of the previous electoral review in 2002/03 there were 6 portfolio holders (including the Leader), and in the last decade the number of portfolios has ranged between 8 and 10, with 9 (including the Leader) being the most usual number under both main parties and during periods of no overall control. When the current administration were elected in 2011 they initially had with seven portfolios in addition to the Leader, but this was increased the following year in response to unmanageable work pressures for portfolio holders.

Cabinet member demands

27. The role of the Leader of the Council is considered to be a full time position. Some Cabinet members carry out their role on a full time basis, whilst others work part time or are self-employed. In practice, the number of hours worked by Cabinet members is such that carrying out the role and additional employment is a strain, and often backbench councillors representing the same ward as Cabinet members will support their colleagues in community work.

28. The demands on the time of Cabinet members are significant. Cabinet meets monthly for approximately two hours, and took 98 decisions during the 2012-13 municipal year, with an additional 75 decisions, 23 of which were Leader decisions, taken as Individual Cabinet Member decisions. As well as making formal decisions, Cabinet also takes public petitions and questions and answers. Cabinet sits in the Town Hall for formal decision-making sessions, and also holds seven 'Cabinet in the Community' per year sessions which are public meetings held at locations across the city.

29. Cabinet Highways Committee is a sub-committee of Cabinet and met nine times during 2012/13 with four members at each meeting, for approximately an hour. In 2013/14, Cabinet Highways Committee will meet as and when required to consider highways issues that attract significant public interest, with most Highways decisions being taken at Highways Cabinet Member Decision sessions. At these meetings the

Cabinet Member with responsibility for Highways is present, along with his Cabinet Advisor, to listen to representations from the public and to make decisions. These meetings are scheduled on a monthly basis and are expected to take one hour.

30. In addition to formal Cabinet meetings, Cabinet members sit on a wide range of internal, citywide, regional and sub-regional committees and bodies¹, as well as attending a wide range of ad hoc and scheduled meetings with officers, community organisations and businesses and partners.

Involvement of backbench councillors in policy

31. Involvement in official council business and policy making varies widely across the body of councillors. All councillors sit on at least one committee (scrutiny or regulatory). As mentioned at paragraph 24, task and finish groups are commonly utilised for policy development, and at the current time there are six task and finish groups running. Task and finish groups contribute to policy development and carry out work at a more detailed level than can be achieved at Cabinet or Full Council meetings. They tend to be time limited in nature, and may meet frequently over a short period of time, or less frequently, depending on the nature of the work required. Task and finish groups tend to involve around six members, usually drawn from the majority political group.
32. There are currently 10 Cabinet advisor positions. Cabinet advisors provide a support role to portfolio holders and will attend some meetings alongside their portfolio holder, as well as taking on their own responsibilities within the portfolio. The role enables **effective succession planning**; this is considered to be of vital importance in a city the size of Sheffield where Cabinet members will be required to work at a high level making frequent decisions of significant importance.

Local area partnerships

33. Until early 2013, Sheffield City Council had a system of seven Community Assemblies (four wards per Assembly). All councillors were members of a Community Assembly, and assemblies had delegated powers in relation to some services, and substantial discretionary grants budgets. Community assemblies met quarterly, and were supported by a team of officers who dealt with community issues (although not individual casework), provided a source of information for councillors and administered and organised meetings, as well as providing additional points of contact for members of the public. As a result of the budget savings required to be made to the Council's budget, the Council has recently taken the decision to abolish community assemblies, replacing them with a new system of ward-based member working and Local Area Partnerships (LAPs). The officer resource has been reduced significantly, and **elected members will play a greater role, with increased focus around community leadership**, and councillors will also receive less administrative support, although the LAP chairs will receive a Special Responsibility Allowance.

¹ A full list of internal and external appointments for the Council is appended at Appendix E.

34. There are now seven LAPs, again consisting of four wards each (and retaining the existing boundaries: they will be reviewed following the electoral review), but with one ward member from each ward sitting on the partnership (rather than all twelve councillors). Instead of traditional public meetings (which were held quarterly), each area will have a series of public workshops over the year, with an increased focus on social media, and potentially on youth working.

Ward based working

35. At the same time, the focus of work has moved from the seven large areas to ward-based work. Each ward will have a lead ward member, and ward members will be required to work together annually to develop a ward plan, and to distribute ward funds, the size of which will be determined by the ward's place on the Index of Multiple Deprivation. Councillors will have an increased role in the distribution and administration of ward funds.
36. Each ward will be supported to hold up to four ward based events each year, with an expectation that councillors will be largely responsible for delivering the events. Ward events may include public meetings, walkabouts or scrutiny of services at local level. In some wards where regular ward based meetings have been held, this may mean that councillors receive much less support for ward level work than they have in the past.
37. At the time of writing, the LAP and ward based working model has only just been introduced and it is still uncertain exactly what level of impact there will be on councillors, although councillors will be required to take a more hands on role with significantly less support, and it is anticipated that this will lead to an increase in workload, particularly for LAP members and lead ward members.
38. The Cabinet report on Locality working can be found at Appendix D.

Parishes

39. Sheffield has two parish councils (Bradfield and Ecclesfield) and one town council (Stocksbridge). These are all located in the rural north of the city. Although almost 50% of the city by area is parished, the majority of the population live in areas of the city which are unparished, with approximately 11% of the population living in a parished area. At present, five city councillors are also parish and town councillors. Further information about parish councils can be reached from the Council's website².

² <https://www.sheffield.gov.uk/your-city-council/elections/types-of-elections.html#parishelections>

Part Four: Regulatory process

Planning

40. The Planning Committee carries out the Council's regulatory functions under the relevant planning legislation. Recently reduced from two geographic committees to one, the Committee consists of 13 members and meets every three weeks. This reduced membership and number of meetings reflects a relatively low level of major applications in comparison to previous years.
41. The delegation scheme reflects national best practice models in that all application decisions are delegated, unless they are identified as falling within the following terms of reference:
- (a) the proposal is a major opportunity for development that represents a significant regeneration opportunity for the City;
 - (b) the decision would represent a significant departure from policy;
 - (c) the Council's policy position is unclear or difficult to determine;
 - (d) the decision would be in conflict with a substantial number of representations made on planning grounds and where the outcome is not clearly predetermined by approved planning policy;
 - (e) formal enforcement or legal proceedings in respect of unauthorised development are likely to take place.
42. In consequence, 94% of the 2453 decisions taken during 2012/13 were delegated to officers and a total of 154 decisions were taken by Planning Committees during 2012/13. This is a low level in comparison to previous years, and it is anticipated that, based on the level of applications in 2006/07 and the necessity of increasing house building significantly, committee workload could increase by approximately 50% with a full economic recovery. There is some evidence from the high number of pre-application enquiries being handled (where the applicants' willingness to pay for this service is a good indication of the seriousness of the enquiry) to indicate that this anticipated increase in major schemes is coming shortly.
43. There are many changes taking place in the planning system nationally, but these are not expected to make any difference to the number of major applications that Sheffield will receive, as many of the changes relate to minor applications that are not reported to Committee and Sheffield City Council has had very few applications that might be caught by new national infrastructure processes.
44. Members are also required to attend training on planning issues and to keep informed about current regulatory practice.

45. Planning decisions in the Peak District National Park area of the city are taken by the National Park Authority (which includes one Sheffield City councillor), although these constitute a tiny proportion of the planning applications in the city.
46. The Committee membership has been reviewed recently and it is felt that 13 is the optimum number of councillors for the committee at the present time.

Licensing

47. The Licensing Act 2003 paragraph 6(1) specifies a minimum of 10 and a maximum of 15 members for the Licensing Committee, with no legally defined quorum. Sheffield City Council's Licensing Committee consists of 15 members appointed annually will meet on a monthly basis in 2013/14, either as a formal meeting or to undertake training. Meetings last approximately on average for three hours. The Licensing Committee makes decisions on licensing policy, and reviews all policies on a three year programme. Attendance at the Licensing Committee was 58% in the 2012/13 municipal year.
48. In Sheffield, decisions on applications are delegated to officers, with the Licensing subcommittee hearing those applications which are contested or otherwise outside the scope of the officer delegations, with 128 hearings taking place during 2012/13 over 81 meetings. The Licensing Subcommittee meets two or three times per week for around three hours, there have been occasions where individual meetings have lasted over two days to listen to evidence and take a decision. Three members are required per meeting and are rota'd to attend (with a reserve being required to attend, and being released once it is clear that the meeting is quorate). The committee is always quorate. The Licensing Sub-Committee considers all licensing cases concerning the following licence types where there is an objection, or where it is proposed that a license is revoked or refused, and takes decisions on licenses as covered by the legislation listed below:
 - Licensing Act 2003
 - Safety of Sports Grounds Act 1975 (As Amended)
 - Gambling Act 2005
 - Street Trading (Local Government (Miscellaneous Provisions) Act 1982 – Schedule 4
 - Sex Establishments (Local Government (Miscellaneous Provisions) Act 1982 – Schedule 3
 - Street Collections - Police, Factories, Etc. (Miscellaneous Provisions) Act 1916
 - House to House Collections Act 1939
 - Pet Shops (Pet Animals Act 1951)

- Animal Boarding Establishments Act 1963
- Riding Establishments Act 1964
- Dangerous Wild Animals Act 1976
- Zoo Licensing Act 2002
- Dog Breeders (Breeders of Dogs Act 1973 / Breeding of Dogs Act 1991)
- Motor Salvage Operations (Vehicles(Crime) Act 2001)
- Scrap Metal Dealers Act 2013
- Civil Marriages & Civil Ceremonies Marriage Act 1949 & Religious Premises Approved Premises Registration
- Private Hire Drivers, Vehicles & Operators - Local Government (Miscellaneous Provisions) Act 1976
- Hackney Carriages Vehicles (Town Police Clauses Act 1847)
- Poisons Act 1972
- South Yorkshire Act 1980
- Local Government (Miscellaneous Provisions) Act 1982 as inserted in the Highways Act 1982
- Hypnotism Act 1952
- Commons Act 2006
- Local Government (Miscellaneous Provisions) Act 1982, Part VIII

49. Although government policy is to minimise 'red tape', including a reduction in the need for licenses in some areas, Sheffield City Council has not experienced a reduction in workload for the licensing committee. In recent years the workload of the committee has been relatively static with some minor fluctuations, and the anticipated number of meetings for 2013/14 is 108, twenty more than in 2012/13 and a return to 2010/11 levels.

50. The majority of applications considered at Sub-Committee in Sheffield concern taxi licenses and a recent review by the Law Commission has not recommended changes which are likely to give rise to a significant reduction in hearings. Other cases which are fewer in volume, but more time-consuming as individual cases, are also not anticipated to reduce significantly. In some cases, new policy and legislation will increase rather than reduce workload, for example the Scrap Metal Act 2003 which gives Licensing Authorities more regulatory powers in relation to scrap metal dealers and merchants, including the power to refuse a license and powers to revoke licenses if the dealer is considered unsuitable, and will mean contested applications being considered at Subcommittee.

51. In addition, the Licensing Sub-Committee has recently taken on the responsibility for registration of land as a town / village green etc. There are currently six registration

applications pending which will all need a hearing or non- statutory inquiry, as well as a meeting to decide the correct process and, in the event of a non-statutory inquiry, a further meeting is required to determine the inspector's report, with a similar number anticipated to come forward, and changes to the Commons Act 2008 are anticipated to increase the number of applications for registrations of land. The Committee has not yet heard a case, but it is anticipated that individual cases will require additional meetings and may take as long as two / three full days. Review hearings under the Licensing Act 2003, which take place occasionally, also require several days of hearings at short notice.

52. Given the current and anticipated workload of the Committee, it is not considered that any reduction in the size of the Licensing Committee would be appropriate or manageable.

Other statutory and regulatory committees

53. Other internal committees include the Audit Committee (six members and two external co-optees), the Admissions Committee (7 members), the Senior Officer Employment Committee (14 members) and Appeals and Collective Disputes Committee (15 members). A decision was taken by the Council to maintain a Standards Committee (eight members and four co-opted members per meeting).

Part Five: Scrutiny process

54. There are four standing Scrutiny and Policy Development Committees:

- Children, Young People and Family Support (13 councillors)
- Economic and Environmental Wellbeing (13 councillors)
- Healthier Communities and Adult Social Care (13 councillors)
- Safer and Stronger Communities (13 councillors)

55. In addition, there is also a Scrutiny Management Committee (comprised of the chairs and vice chairs of the four committees). The chairs of committees are currently drawn from the administration, with vice chairs drawn from the main opposition group.

56. The Committees are scheduled to meet every other month, with extra work in between through informal working groups. It is more usual for the Health O&S Committee to meet monthly to enable it to carry out health scrutiny functions. Additional call-in meetings are held when required – there were five during 2012/13.

57. Workloads tend to be manageable for the core bi-monthly meetings, although elected members find it more challenging to take part in further working group work and site meetings, and it can be challenging to find members to attend due call-ins at short notice.
58. Workloads vary from committee to committee, with some committees having several task and finish groups over the year, and some not having any at all. Workload also varies between members within committees depending on how many task and finish groups they sign up to. The Healthier Communities and Adult Social Care Committee has a particularly heavy workload both in terms of more frequent regular meetings and task and finish groups.
59. Committee members are expected to prepare for meetings – largely by reading meeting papers. Members are expected to attend and contribute to working groups and task and finish groups where they have signed up to them. During 2012/13 4 working groups were established – each resulting in around 6 extra meetings for the Councillors involved. Numbers involved in working groups range from 5 Councillors, to the whole Committee. Occasionally site visits are scheduled. Chairs and Deputies are expected to meet with relevant officers and partners for horizon scanning to ensure that work programmes stay relevant and targeted on the most pressing issues.
60. Elected members are considering changes to the role and functions of the scrutiny committees to enable members to have greater involvement in policy development and in developing recommendations for improvement, as well as continuing to scrutinise. If implemented, these changes are expected to lead to a higher workload. It is also anticipated that the Council will take on a greater role for scrutiny at a local level, as well as having greater involvement in scrutinising partners, and there will be a requirement for the council to be involved in the scrutiny of the Combined Authority.

Part Six: Other Council appointments and external appointments

Internal appointments

61. There are a total of 20 other internal committees, working groups advisory groups and forums to which backbenchers are appointed. These have a total of 91 positions (14 of which are currently vacant). All councillors are also members of their political group's policy working group which meet fortnightly. There are also three Champion positions covering older people, younger people and sexual health. The full list of memberships is available at Appendix E.

Sheffield City region Combined Authority

62. Following work with Central Government to establish a City Deal (see Appendix F), Sheffield City Region is in the process of setting up a Combined Authority which will have powers to:
- Set City Region Economic Strategies
 - Set the investment strategy for the Sheffield City Region Investment Fund
 - Make decisions with regard to the Sheffield City Region Investment Fund
 - Make decision in relation to the uplift from Enterprise Zone business rates
 - Set the SCR for Growth Strategy
 - Coordinate inward investment activity.
63. The Combined Authority will also have the powers set out for Combined Authorities in the Local Democracy, Economic Development and Construction Act 2009 (LDEDCA), similar to the 'wellbeing' powers that local authorities used to have. The Sheffield City Region has also asked for the General Power of Competence – for economic wellbeing outcomes. All the ITA's transport powers will transfer to the SCR Authority and the ITA will be dissolved in accordance with Local Transport Act 2008. The powers of the Authority will be concurrent and therefore shared, not ceded by the member authorities.
64. The authority is currently sitting in shadow form, and meets monthly, and once implemented will also include a Local Transport Board, potentially other committees including scrutiny arrangements which are likely to likely to involve Sheffield City councillors. The Leader is Sheffield City Council's representative on the shadow Combined Authority. Once the authority is fully established other Members (usually Cabinet Members) will sit on the sub-boards.

Other external appointments

65. The Council formally appoints members to four main South Yorkshire Joint bodies (the Fire and Rescue Authority; Integrated Transport Authority (this will be abolished when the Combined Authority comes into being) and the Pensions Authority as well as the South Yorkshire Police and Crime Panel), with 19 positions between them.
66. Appointments are also made to a total of 65 other external bodies, including smaller South Yorkshire joint arrangements such as Archives and Archaeology, a Sheffield and Rotherham Joint Emergency Planning Committee which oversees a shared service. This constitutes a total of 109 positions, and two observer roles. Of these, 23 are filled by the relevant Cabinet member.

67. The resulting workload of external appointments vary significantly: for example the Fire and Rescue Authority meets monthly as a full authority, with six committees of the Authority meeting between two and four times per year, whilst the Sheffield Compact Board meets quarterly. A full list of memberships can be found at Appendix E.

Part Seven: The Councillor's representational role

68. Although the third of the Commission's criteria, the councillor's representational and community roles are considered by councillors and the public in Sheffield to be very important, and most councillors will spend the majority of their time as councillors engaging with constituents and their communities, either in person or when dealing with issues and cases on their behalf 'behind the scenes', so it is important to recognise that small reductions in official Council meetings have only a minor impact on the workload of councillors.
69. The importance of the role of the councillor in the community is recognised by the House of Commons Local Government Committee in their report [Councillors on the Front Line](#) where they note that nationally "the role of councillor is becoming increasingly demanding, with casework and e-mail creating particular pressures. Changes to the role of councillor are likely to create further demands on councillors' time."

Community leadership

70. Whilst different elected members work in different ways, councillors tend to describe their role as an active one of community leadership, and this is a role which is anticipated to increase in the short term and on an on-going basis as part of the new approach to locality working (see paragraphs 33-38). Councillors are especially active on issues of significant community interest or concern, with councillors setting up public meetings to discuss issues, and then on-going campaigning work. In some circumstances, councillors will also take on 'community development' work in communities, for example helping to initiate community groups, leaving the ongoing control of the group over to the community once the group is more developed. This type of community development role is very labour intensive, and requires particular skills which some councillors will be more able to practice than others.
71. The new locality working model (introduced at paragraph 33) seeks to redefine the councillor's role in the community as below:
- Targeting support to communities where engagement and involvement is most needed and where capacity for self-support may be limited;

- Developing the community leadership role of councillors in working with communities to support their interests;
- Making the ward and neighbourhood the focus of most activity rather than the much larger Community Assembly areas/meetings which few residents identify with while acknowledging that some partnership working is required at a wider area level.

Engaging with individual constituents

72. In addition to the active community leadership role, most members hold **surgeries**, often with the three members in a ward working on a rota basis. These vary in frequency and popularity: surgeries in some wards are held three times a month for several hours, and councillors in some more deprived wards report growing numbers of residents attending; in other wards surgeries are held once a month and frequently have no-one attend. Even where attendance is low, most councillors consider regular surgeries to be important as they are publicised locally and on the Council website so that constituents can know where they can access their local councillor at a particular time without having to contact them in advance. In addition to static surgeries, many councillors also carry out street surgeries, where they publicise a time that they will be in a particular street and available to speak to residents. Most councillors also **meet with constituents at the individual constituent's convenience**, visiting constituents' homes, receiving constituents at their own homes or meeting elsewhere.
73. Councillors tend to share some of the workload, particularly where there are single party wards but also to a lesser degree in mixed wards, for example attending surgeries on a rota basis and having rotas for attendance at community meetings and events. In some areas where wards meet in a community with shared interests, councillors from several wards will share a surgery (e.g. Manor Top).

Partnership working, social cohesion and anti-social behaviour

74. In some communities **councillors have a very active role with the community, especially in relation to social cohesion issues**, with councillors sometimes being called in by police to help to work with communities in urgent situations, as well as working proactively to help to solve community problems. This can be particularly the case for councillors from BME backgrounds living in communities with high levels of BME residents where a councillor of a particular ethnic origin will usually will be seen as the first port of call for issues relating to that community. Anti-social behaviour work can also lead to councillors working closely with victims and the police, with focus groups providing evidence of some councillors providing support for victims who might otherwise be afraid to provide evidence as witnesses.

Diversity

75. As outlined in paragraphs 9-15, as a large city, Sheffield is far more diverse than most local authorities will be, and this diversity, in terms of geography and demography, is such that **councillors across the city will have very different workloads and demands on their time.**
76. **In more deprived wards, benefits and housing issues ensure a sizable caseload (and caseloads which are increasing as a result of austerity).** Work which took place in 2009 suggested that caseloads varied from about 50 live cases at any one time in one of the most deprived wards, to five in one of the least. Our survey of councillor workloads suggests that time spent on community obligations (TARAs, community forums, attendance at fundraising events and meetings called to address community issues etc) and engaging with constituents (e.g. through static surgeries and street surgeries) is particularly high in the most deprived areas. At the same time, some councillors who represent wards which are primarily affluent, also have areas within their ward which are much more deprived, so **representing constituents who have very different problems, and potentially conflicting interests.** Examples of wards which have this type of diversity include West Ecclesfield, Beauchief and Greenhill, Walkley, and Mosborough, all of which include LSOAs in the 10% most deprived and 20% least deprived in the Indices of Multiple Distribution.
77. Councillors in a number of wards will represent constituents from a wide range of ethnic backgrounds, ranging from third generation immigrant communities to new arrivals. In some cases, **councillors represent hundreds or thousands of constituents who do not speak English as their main language.** Two wards have more than 5% of residents who do not speak English at all or do not speak English well, and whilst we do not have data on the full range of languages spoken, the Census tells us that several wards have over 60 languages spoken as a main language. As councillors do not have access to translation facilities, language barriers can provide significant challenge both for engaging with individual constituents, as well as for engaging with communities more broadly. Outside of language barriers, the **challenges in representing multiple communities of interest within a single ward are significant,** and councillors will often be drawn upon to **mediate between different communities** as well as to represent the interests of communities which may have very different expectations, needs and wishes.
78. **Councillors in rural and more affluent wards often experience other demands:** for example, the two largest rural wards (Stocksbridge and Upper Don, and Stannington) are also the most distant from the city centre, approximately 40 minutes by car to the city centre from the furthest reaches of the ward, and taking approximately 30 minutes to drive from one end of the ward to the other. They also include two parish and town councils and the city has five twin-hatted councillors within the rural parishes. Councillors in two more rural and affluent wards are also currently involved with the development of neighbourhood plans which places additional demands on their time. Councillors in more affluent areas may not experience the level of

demand for help with benefits, housing and social cohesion issues, but experience high levels of demand from interested members of the public who may be more engaged with the democratic process and have their own concerns regarding their communities, including community relationships with students as there are significant levels of student accommodation in much of the affluent South West of the city.

79. In addition to the demands which are created by the wide diversity of Sheffield, we believe that it is **beneficial for a population which is diverse to be represented by a diverse range of councillors**. We are aware that women and black and minority ethnic communities are under-represented in the councillor body, and that in the councillor questionnaire, women were significantly more likely to say that they did not have sufficient time to carry out their council and political role effectively (61.5% of women compared with 20% of men; the only councillor of BME origin to respond also said that they did not have time to fulfil their role effectively, but this sample is too small to be valid). This is of particular concern as our Single Equality Scheme 2010-13 includes as an objective to increase the number of women involved in civic participation, decision-making and engagement.

The impact of technology on the community role

80. Most councillors produce newsletters and a growing number of councillors blog and use social media such as Twitter. For younger councillors in particular, social media plays an important and growing part in their communication and engagement with the public, although councillors note that their constituents' use of technology varies, and that face to face contact remains important. One of the intentions of the new ways of working for councillors is also that councillors should make greater use of social media.
81. As might be expected, councillors largely report an increasing amount of their interaction being carried out by way of email, and for some councillors, social media. **All councillors report the impact of email as significant**, noting that email means that constituents are more likely to contact them than they would do if communicating by letter and that on-going exchange may be more prolonged, as well as emails arriving throughout the day and night.
82. Despite the large increase in electronic communication, most councillors find that in the majority of cases **members of the public still value interaction by phone or in person**, and that it is often better to have conversations than to rely on electronic means. IT literacy is still relatively low amongst older residents, and there are some rural areas where internet accessibility remains unreliable, although this should progressively improve over time.

Part Eight: Support for elected members

83. Councillors receive a moderate level of support to carry out their functions, although this has **reduced in recent years with the need to find budget savings**.
84. Cabinet members and some chairs of committees are supported by PAs and secretaries, a total of 11 FTE) who manage diaries and provide other support. The remainder of the councillors are responsible for their own diaries and the vast majority of their administration. This support has reduced in recent years (a reduction of almost 50% since 2009), so elected **members are now expected to carry out more of their own administrative duties than was the case** in previous years.
85. At a local level, 2013/14 has seen a very significant reduction in support for councillors with the Locality Team reducing from seven Community Assembly Managers to two, and a similar level of reduction in project officers.
86. Briefings are provided periodically on new legislation and matters of policy, including a Policy Brief which goes out to councillors approximately four times a year, with special editions covering key legislation and policy. Councillors can also request briefings on other issues as required.
87. The two largest political groups are supported by one full time political assistant each who are employed by the Council. The administration is also supported by a Group Support Officer (although this position is currently vacant). The Group Support Officer position for the main opposition group was removed in the last round of budget cuts.
88. Councillors receive ICT support in the form of laptops and Blackberries, as well as having a named officer to deal with issues related to ICT and access to training as required. Despite recent attempts to improve ICT support councillors do not currently find that ICT support meets their requirements, although it is hoped that plans to improve support will improve upon this.

Training

89. Councillors receive formal induction when they are first elected. In addition to this there is formal mandatory training provided for members on the Planning Committees, with refresher training provided, and as of 2013/14 training sessions will be scheduled into the workplan for the Licensing Committee. Until recently, councillors have received annual Individual Performance Reviews including a skills audit, and learning plans; this is moving to a self-assessment model with officer input

focussing on the training and development required to implement the new locality working approach, as well as ICT which has been identified as an area where a high proportion of members would benefit from additional training and support. There is no dedicated Member Development Officer position.

90. Within the Labour group, there is a member development working group which is considering providing more systematic training and development for Labour members, but at present informal arrangements are created as necessary for new members and those taking on new roles.

Reductions in support

91. As the Council has experienced significant budget reductions in recent years, councillors have been asked to find the same level of savings from their support budget as the remainder of the council services. This has largely been achieved, and has resulted in a reduction of support for councillors, including reduced secretarial support as at paragraph 84. This has been felt particularly by back bench and opposition members. Alongside the move away from the Community Assembly support teams, this **reduction in support will increase the demands on councillors on an on-going basis.**

Member allowances

92. All councillors receive a basic allowance of £11,742.45, with childcare and dependent carers and travel expenses payable in addition. This basic allowance is paid in recognition of the time commitment of all Councillors and also to cover incidental costs which Members may incur whilst carrying out their Council duties, with the exception of travel costs, out of City subsistence and childcare and dependent carers' costs, for which separate claims can be made. **The basic allowance has not increased since 2010/11.**
93. Special Responsibility Allowances are currently payable for a total of 40 roles³. In recent years there have been **reductions in the levels of the allowances, as well as the numbers of posts attracting an SRA**, for example the number of Cabinet advisors has reduced from 14 in 2010/11 to 10 in 2013/14 and the number of opposition group allowances paid was also reduced in 2013/14.

Part Nine: The changing role of the Council and of councillors

94. The Council has experienced significant change since the last review was carried out in 2002/3, across a range of areas discussed below.

³ Information about councillors allowances and a full list of SRAs can be found in the Council's constitution on the website: <http://meetings.sheffield.gov.uk/council-meetings/constitution#download>

Localism

95. For Sheffield, the main impact of the localism agenda has been in terms of the devolution of responsibilities from national to city level. Sheffield City Council is an ambitious Council, and has taken advantage of the Sustainable Communities Act and the Localism Act 2011 to negotiate with Government for greater powers and responsibilities as outlined at paragraph 62. Other responsibilities have been transferred to the Council by Government as part of national policy (public health functions and a £29.7m budget, Council Tax support and the Local Assistance Scheme), and the Council is now responsible for a broader range of services than in 2003.
96. It is anticipated that there will be further responsibilities devolved to the city, potentially as part of national policy, and also following further negotiations between the Council and government under the City Deal model or the Localism Act. These new responsibilities will have some implications for elected members, with medium term impact for elected members who are part of a task and finish group (typically six members) and who might attend monthly meetings over a period of 18 or 24 months during the planning and implementation phase of a transfer, as well as for the Cabinet member and potentially Scrutiny Committees in the long term. Depending on the powers transferred to the Council, there may also be increases in casework for backbench councillors.
97. The localism agenda in terms of devolution from city to local level has been less significant for Sheffield City Council. There has been very limited interest from communities in any of the rights provided by the Localism Act 2011, with (at the time of writing in September 2013) three applications for a building to be listed as an asset of community value, no applications for the community right to bid and two neighbourhoods in the early stages of developing neighbourhood plans being developed. Limited general interest in the rights mean that it is not anticipated that this will increase significantly.
98. Although affecting only a small number of councillors, in those areas where **neighbourhood plans** are being developed there is likely to be an impact on local councillors who may become involved in the development of the plans. The process of developing a neighbourhood plan is lengthy and time-consuming and the role of the councillor in it may be a challenging one with councillors having a role both locally and strategically.

99. In recent years the Council has devolved control of a number of assets, in particular sports and leisure facilities and services, to communities. It is likely that this will increase to some degree at least, with a consultation currently taking place which would see the transfer of five libraries to community leadership. However, Sheffield City Council believes that there is an important role for the Council and its members in ensuring that **democratic accountability** is maintained, and services or assets which might be devolved may still require the Council to maintain residual involvement and it is not anticipated that it will necessarily reduce elected member involvement: although it is proposed that a small number of local libraries are to be run by local communities, the Council will continue to be responsible for ensuring that the city has a library service, and councillors may well be involved in the community organisations in some capacity. At present there are 23 councillor roles on boards of trustees of organisations to which assets have been transferred or which deliver services on an arm's length basis and it is likely that this will increase.

Outsourcing

100. Many of the Council's public-facing services have been outsourced since the last review, including waste management, highways and street-scene, museums, galleries and sports venues, property management and housing repairs, revenues and benefits and many adult social care services and children's services. Management of the majority of the council's housing stock was transferred to an ALMO in 2004, and in 2013 returned in house (a small percentage of the stock was transferred by stock transfer following a tenant ballot and remains outside of Council control). **Councillors have not found that the outsourcing of services, or their return, has a significant impact on their caseloads or work**, as the Council retains accountability for services, as well as responsibility for policy and funding, and the public tends to continue to perceive services as 'council services' and therefore complaints or issues with these services are still directed towards councillors.

Council funding

101. Changes to council funding, in particular the increase in importance of business rates for the Council's funding base, mean that the Council is subject to significantly more volatility than in the past. With the introduction of the new funding arrangements from April 2013 a significant proportion of the Council's income will come from the 49% of retained business rate income. The financial position of the Council will now be substantially dependent on its ability to raise and collect the expected level of business rates.

Austerity

102. Sheffield has experienced severe budget reductions in recent years, as well as experiencing increasing pressures on services with £180m reductions so far, and **ongoing reductions** anticipated to continue for at least five more years. As a result, budget decisions now take significantly more member time than was the case in the past, with lengthy decision-making processes required for Cabinet members to make the increasingly difficult reductions, and councillors at a local level spending significant time in meetings with local organisations and communities affected by both council and central government reductions.
103. Whilst it is envisaged that some services may cease to be delivered by the Council, the **Council is committed to maintain its ambition for the City to be one of global significance and is committed to maintaining as full a range of services as possible for the people of Sheffield**, although recognising that services will look very different in the future. It is not anticipated that any service reductions will be at a scale that would significantly reduce the workload of elected members.
104. At the same time, the level of deprivation experienced in Sheffield has increased: the 2010 Indices of Multiple Deprivation showed that Sheffield has become relatively slightly more deprived since 2007 and it is probable that this will have increased since 2010: recent research suggests that the welfare reforms will take £173m out of Sheffield each year, with an average loss to each working adult of £471 (although in practice this loss will not be evenly distributed and will be borne more heavily by the poorest)⁴. **Councillors representing more deprived wards report increased caseloads** already, and as cuts to the welfare budgets deepen and support agencies become more over-stretched, it is anticipated that this will increase. The increased role of the Council in delivering and managing social housing as well as in distributing the local assistance fund may well also increase caseloads and surgery attendances for elected members – there have been recent instances of surgeries taking more than twice the usual amount of time, as well as significant increases in other casework related to benefit changes. It is also the premise of new ward based working arrangements that **councillors will have a role in ensuring that communities are able to become stronger and more resilient**, and this is arguably more challenging in the face of austerity.
105. It is anticipated that **austerity will increase the workload of members rather than reduce it.**

4. [“Hitting the poorest places hardest: the local and regional impact of welfare reform”](#) Christina Beatty and Steve Fothergill, Sheffield Hallam University Centre for Regional Economic and Social Research.

Part Ten: Evidence from the people of Sheffield

106. As part of the development of this submission, the Council held a session of the Overview and Scrutiny Management Committee. Invitations to engage were sent to over seventy groups and individuals, including all those who had responded to the recent consultation on Community Assemblies. Written submissions and oral evidence was received from eleven individuals and organisations. This included submissions by Sheffield First (the Local Strategic Partnership), the local Labour, Liberal Democrat and Conservative parties, local democracy campaigning group Sheffield for Democracy, several local community groups and charities and individuals.
107. There was no clear desire from respondents for a reduction in the number of councillors, with **respondents generally feeling that the current number was 'about right' and several respondents stating a preference for an increase in the number of councillors**. Whilst some respondents noted that the cost of democracy needs to be managed, reducing the number of councillors was not seen as the only or most desirable way to do this.
108. Several respondents mentioned both that Sheffield has a relatively low number of councillors per head of population, and also that the change to ward based working arrangements would be likely to increase workloads for councillors.
109. The role of the councillor in the community was the best understood of the councillor's roles, and something which respondents felt was particularly important. The increasing importance of the councillor's representative role, and accompanying increase in workload was a theme repeated throughout the evidence.
110. Several respondents indicated that retaining three member wards was important, whilst one respondent suggested changing this number if appropriate. In practice, as the council elects by thirds, the Commission is required by law to look to achieve a pattern of three member wards unless there are pressing reasons why this would not work.
111. The report of the Overview and Scrutiny Management Committee can be found at Appendix G.

Part eleven: Conclusion

112. In addition to the above analysis, further analysis was carried out to build up the number of person hours needed to service the needs of the council and the city, working from the presumption that governance arrangements remain at the current levels (which we believe to be the most appropriate) and **without taking into account the unquantified but likely increases in workload at a community level.**

113. The analysis presumes that Cabinet members are effectively full time, and so their involvement in Full Council and other committees is not included in the analysis. The required person hours per week for each position is calculated by multiplying the frequency of the meeting by the length of the meeting and then by the number of attendees required at that meeting, to arrive at the number of person hours required per year, and then divided by 52 to arrive at the number of hours per week.

Position/type of work/committee	Number of meetings (per annum)	Length of meeting (approximate, hours)	Number of members required	Person hours per week (calculated)
Leader				Full time
Cabinet x 8				Effectively full time
Full Council (back benchers only)	11	5	75	87.2
Audit Committee	6	2	6	1.4
Admissions Committee	12	1.5	7	2.4
Appeals and collective disputes committee	6	2	3 (from a panel of 16)	0.7
Local Area Partnerships	3 per LAP	2	28	3.2
Ward meetings	4	2 hours	3 councillors per ward	11.5
Licensing Committee	10	3	15	8.6
Licensing sub-committee	79 (minimum)	3	3	13.7
Scrutiny Committees	35	2.5	13	21.9
Scrutiny	4	2	8	1.2

management committee				
Scrutiny working committee meetings	4 working groups meeting 6 times = 24	2	Average 8	7.4
Planning Committee	17	3	13	12.75
Standards Committee	2	2	8	0.6
Policy working groups	Approximately 22 per year for each of the two largest political groups= 44	1.5	82	104
Other internal working groups, advisory groups and committees	Estimated to be quarterly on average	Estimated 1.5	91 positions	10.5
External positions (additional to those which form part of Cabinet member responsibilities)	Estimated to be quarterly on average	Estimated 1.5	88 positions	10.2
South Yorkshire Authorities and P&C Panel	Minimum 12	1.5	19	6.6
Non-official council meetings with officers etc	Member questionnaire suggests the average (non-Cabinet) member currently spends 3.5 hr/w on non-official council meetings x 75 backbenchers			262.5
Political work	Member questionnaire suggests the average member currently spends 2.9 hr/w on party business x 75 backbenchers			217.5
Community obligations	Member questionnaire suggests the average member currently spends 2.7 hr/w on community obligations x 75 backbenchers			202.5
Engaging with constituents	Member questionnaire suggests the average member currently spends 1.9 hr/w on engaging with constituents x 75 backbenchers			141.8
Dealing with casework	Member questionnaire suggests the average member currently spends 3.5 hr/w on dealing with casework x 75 backbenchers			265.8
Preparation	Member questionnaire suggests the average member			172.5

	currently spends 2.3 hr/w preparing for meetings x 75	
Training and conferences	Member questionnaire suggests the average member currently spends .5 hr/w on training and conferences x 75	37.5
Travel	Member questionnaire suggests the average member currently spends 2.9 hr/w travelling x 75	217.5
Administration	It was apparent from the diary projects, that administration time had not been taken into account. It is estimated that councillors spend several hours each week on administration, and that this will increase	150
Total		1963.55

114. If the total number of hours per week is divided by 75 councillors (so the current membership, excluding the nine Cabinet members), we would come to a total of 26.2 hours per week per councillor. We are aware that councillor estimates as to workload are based on workloads before the move away from Community Assemblies, and that these are likely to increase, significantly for the LEP members and ward lead members.

Conclusion

115. In light of the above evidence and considerations, it is the submission of Sheffield City Council that the correct size of the Council is 84 councillors, representing, as far as is possible, three member wards.

Appendix A: Report of research into work and experiences of elected members

To inform the Council's submission on council size, research was carried out asking elected members about their work.

Methodology

A questionnaire was sent out to all councillors, as well as focus groups held with seven Labour and four Lib Dem councillors, and interviews with whips for both groups. In addition, three councillors provided diaries for one month.

The questionnaire focussed primarily on the time that councillors spend on the activities connected with their work as a councillor, including time spent:

- in the Town Hall and on obviously Council business (attending Council meetings, attending meetings held on Council premises including meetings with Council officers and other organisations, or attending meetings as a representative of the Council)
- engaging with individual constituents and communities in wards and local areas, including surgeries and community meetings
- carrying out administrative and preparatory work, including phone calls, emails etc
- training
- taking part in political work, including political meetings, canvassing etc – for councillors who are elected on behalf of a political party this is an unavoidable part of the role and needs to be taken into account when calculating the council size
- travelling.

The questions asked can be found at Appendix A1 and were based on councillors' perceptions of time spent (i.e. councillors were not asked to keep a diary and to record the time spent). It was possible to cross-reference questionnaire results with one diary which indicated that the total time estimated was broadly accurate, although the time spent on different activities varied between the diary period and the estimated average time spent over a month. This is to be expected as different elements of the job will dominate at different points, for example some meetings only take place quarterly, and councillors will often share surgeries and so attend a surgery only every few months.

Results

The questionnaire was sent to all 84 councillors by email, to be completed online. 35 responses were received, a return rate of 41.7%. 23 (66%) responses were from Labour councillors, 11 (31%) from Liberal Democrat councillors and 1 (3%) from a Green party councillor.

Councillor workloads

- Of the councillors who answered the questions about time spent on councillor work (29, several answered the question partially and these responses were not taken into account in calculating the total workload of councillors) the average time that councillors estimated that they spent on activities connected with their councillor role each month was 113.9 hours (**26.4 hours per week**). The monthly total was made up of:
- Approximately 18.6 hours spent in formal council meetings.
- 18 hours spent in non-official council meetings (e.g. task and finish groups, meetings with officers)
- 13.6 hours spent on community obligations
- Nearly 27 hours spent engaging with constituents and dealing with casework
- Approximately 12.75 hours spent on party business
- Approximately 8.3 hours spent on external meetings
- 13.5 hours preparing for meetings or in training
- 12.5 hours of travel

Several councillors have subsequently said that they were conservative in their estimates and thought they had probably under-estimated and several responses were discounted because they were partially completed, with the councillor indicating that they couldn't reliably estimate time spent in an area because the number was so high. It is also of note that new councillors, who have fewer positions of responsibility, are over-represented in responses to the questionnaire, whilst councillors who have served for between 6 and 20 years who tend to have greater levels of responsibility, are under-represented.

As might be expected, councillor workload is not distributed evenly, with many councillors working very many more hours than the average (and some working fewer hours). As might be expected, councillors with greater responsibilities (Cabinet members; committee chairs etc) have on average longer working hours, although this is not universal: for many councillors, their ward level and area working takes up significant proportions of time, particularly those councillors who share a ward with Cabinet members as they may take on more of the ward level work on behalf of their colleagues.

Adequacy of time

The large majority of councillors who have responded to questionnaires and focus groups felt that, although they spend longer on councillor work than they expected when they started, they were able to fulfil their role. However, in focus groups and comments in the questionnaire, issues about the timing of meetings were raised frequently, with concern that meetings during normal office hours made it more difficult for people of working age to become councillors (although for those with childcare, meetings outside of school hours are equally problematic; there is no ideal time). It is, however, notable that:

- Of those who had been serving between 6 and 16 years, almost half of questionnaire respondents felt that they did not have enough time to do the role.

- Four out of the five councillors who are self-employed and 33% of those in part or full-time employment felt they did not have enough time to perform the role, whilst all those who were retired felt that they did.
- Several councillors mentioned that they had reduced hours or stopped working to enable them to fulfil their duties, or that they only had enough time because they were retired.
- In focus groups and responses to the questionnaire, councillors from across the spectrum raised concerns that any increase in workload would result in fewer employed members and members of working age. This was a concern for many councillors who felt that it was important that there was a wide range of councillors.

Comments about the time commitments include:

“The demands of being a cabinet member are such that I struggle to put enough time in in my ward - I manage this by giving up Saturdays to run mobile surgeries but this takes its toll on family life.”

“Modern communication tools, particularly emails, make it easier for constituents to contact local councillors. There is an increased obligation that these constituents receive replies.”

“I work part-time... and before I stood as a Councillor I spoke to my line manager who was supportive. Since then my line manager has changed and so has the support (any time off is expected to be paid back which I often do by using my annual leave. On Mondays and Fridays when I do not work I do not have time to pay back time to [my employer] as I'm in the Town Hall in meetings especially since I became a Cabinet Assistant).”

“Having been a Councillor when in full time employment I can say that it makes life very difficult and does limit the number of people who can become councillors. The reduction of allowances to opposition Councillors will further limit the number of people who could fulfil this role.”

“The main business of Council is conducted in the daytime whereas community engagement is evenings. whilst I would not argue for a larger council a reasonable size allows for a wider variety of contribution from members including normal employment - a smaller council would I believe tend to narrow composition towards retired and semi -retired unless the Council conducted more business out of hours”

“I think we need to be realistic when talking to potential Councillors about the commitment of the role - I shadowed the previous Councillor who was retiring for a good 18 months before the election but it still didn't give me a realistic view to the time commitment involved and how getting a work life balance can sometimes be very difficult. There again I do think it is down to the individual I'm sure I've under estimated the hours above as my daughter is constantly saying to me I never see you!”

“I am grateful that there are 3 Councillors of the same party in my ward, even with 3 of us we still can't get to all the meetings we should be attending.”

“It's very time consuming building relationships with community organisations and social landlords plus other agencies and partners in trying to deliver an offer to the community. The pressures on diary commitments of a large group of people is also challenging.”

Approach to engaging with communities

Councillors were given the opportunity to comment on their experience of working with communities. Comments included:

“To ensure we engage effectively we go out most weekends knocking on doors and asking people if they have issues. Attendance at local events is important as is active involvement in school governors, I like many colleagues sit on 2 governing bodies. People are less and less inclined to come to formal meetings and surgeries so we try to find other ways of engaging and seeking opinions. In doing so you are effectively on call 24 hours per day.”

“The ward I represent is very demanding and with BME communities they intend on calling on BME members first and being a ward with level of deprivation are more demanding. Case work and personal visits are very high.”

“Impromptu door-knocking to meet and greet and determine any issues constituents may have. Half-a-dozen doors per street will generally raise several generic issues.”

“Navigator round and interpreter of public authority for electors as individuals and groups. Encourage involvement and provide representation. Maintaining a look out for my ward. Provide case work service.”

“In my opinion a Councillor should be immersed in their community. That is why I became a Councillor it felt like a natural progression from being active within the community serving on School Governing Bodies, Patient Focus Group on local Health Centre and being on Friends groups...). It's the best bit of the job, when you see things come together such as the Skate Park, improvements around Frecheville Park & Pond”

“I went part time at work which is why I can fit in my council work. It is as much or as little as you want it to be. I try to be disciplined about it but it is hard esp as the Blackberry makes us available 27/4. I could be out every day and most evenings. Often feel don't do the ordinary just going round to say hello stuff. Mostly trouble shooting, often at a late stage in a case. Prolonged casework over a year isn't unusual e.g. one case just resolved was begun four years ago by my predecessor! I do see my role as being a community leader, working in partnership with other agencies for the good of the people I serve.”

“I believe that in the current environment of austerity work with community groups will be of increasing importance. Community groups such as Friends of Parks groups are able to access resources that councils may not have access too but do need our support (One group I support has needed written support from the council to access in excess of £60,000 to refurbish a play area). To do this effectively elected members need time to cultivate relationships and offer practical support.”

“Trying to give assistance and guidance to electors and trying to navigate services internal/external of the council is challenging. Being in a ward which has so many of its services outsourced and a whole social housing area which went across on stock transfer, to many different social landlords. Being a facilitator to endeavour to bring various individuals and organisations to deliver the needs of the people and the community.”

**Appendix A1
Questionnaire**

1. How long have you been a Sheffield councillor in total?

0-2 yr, 2-5 yr, 5-10 yr, 10-15 yr, 15-20 yr, 20yr plus

2. Which party do you represent? (Tick one)

Labour Party

Liberal Democrats

Green Party

3. How many positions do you hold within the Council (i.e. Leader, Portfolio holder, special adviser)?

**4. Please indicate which Council committees/sub-committees are you a member of?
Tick as many as apply**

None

Cabinet

Cabinet Highways Subcommittee

Scrutiny committee

Planning and Highways Committee

Licensing Committee

Licensing Sub-committee

Audit Committee

Standards Committee

Admissions Committee

Appeals and Collective Disputes Committee

Emergency Planning Joint Committee

Senior officer employment committee

Other (including task and finish groups. Please specify number and/or names)

5. No of political positions held (e.g. group leader/deputy leader/whip)

6. How many external appointments do you hold where you are appointed as a representative of the Council?

7. How many hours per month do you spend on Councillor business? (please give approximate figures for each category)

Attendance at any official Council meetings (e.g. decision-making meetings and committees, Scrutiny etc)

Attendance at non-official council meetings (e.g. meetings with officers, task and finish groups, working groups etc)

Time spent on party business

Attendance at external meetings (where you have been appointed as a representative of the Council, rather than attending because of your ward councillor position)

Community obligations (e.g. attendance at TARAs, Community Forums)
Engaging with constituents, surgeries,
Dealing with constituent enquiries, etc.
Preparation for meetings
Attending seminars, conferences and training
Travel related to councillor business
Other (please specify nature of activity and time spent)

8. Is the time you spend on council business what you expected when you became a councillor? (Tick one)

Y

N - I spend more time on council work

N - I spend less time on council work

9. Do you feel that you have sufficient time to fulfil your council and political roles effectively? (Tick one)

Y

N

Comments

10. We will hold focus groups to discuss the community role of councillors in focus groups, but would you like to say anything about how you represent electors, and your role in the community?

11. Is there anything else about your experience of being a Sheffield councillor that might be relevant to the Council's submission on council size?

12. Which decile does your ward fall in in the Index of Multiple Deprivation? (Tick one)

13. What is your employment status (Tick one):

In full-time paid employment

In part-time paid employment

Self-employed

Unemployed

Retired

Permanently sick or disabled

Not in paid work - looking after home/family

In full-time education

Not working for other reason

14. Equality data

Electoral data

Sheffield

Using this sheet:

Fill in the cells for each polling district. Please make sure that the names of each parish, parish ward and borough ward are correct and consistent. Check your data in the cells to the right.

Scroll right to see the second table

What is the polling district code?	Is there any other description you use for this area?	Is this polling district contained in a parish? If not, leave this cell blank.	Is this polling district contained in a parish ward? If not, leave this cell blank.	Is this polling district contained in a group of parishes with a joint parish council? If not, leave this cell blank.	What ward is this polling district in?	What is the current electorate?	What is the predicted electorate?
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Polling district	Description of area	Parish	Parish ward	Grouped parish council	Existing ward	Electorate 2013	Electorate 2020
EX1	Example 1	Little Example		Little and Even Littler	Example	480	502
EX2	Example 2	Even Littler Example		Little and Even Littler	Example	67	68
EX3	Example 3	Medium Example			Example	893	897
EX4	Example 4	Big Example	Big Example East		Example	759	780
EX5	Example 5	Big Example	Big Example West		Example	803	824

AA					Arbourthorne	2472	2600
AB					Arbourthorne	1492	1800
AC					Arbourthorne	2514	2600
AD					Arbourthorne	2148	2200
AE					Arbourthorne	2722	2800
AF					Arbourthorne	1687	2000
BA					Beauchief and Greenhill	2945	3000
BB					Beauchief and Greenhill	816	800
BC					Beauchief and Greenhill	1354	1400
BD					Beauchief and Greenhill	2118	2200
BE					Beauchief and Greenhill	2386	2400
BF					Beauchief and Greenhill	1453	1500
BG					Beauchief and Greenhill	2525	2600
CA					Beighton	2413	2500
CB					Beighton	1683	1700
CC					Beighton	2649	3200
CD					Beighton	2327	2400
CE					Beighton	2079	2100
CF					Beighton	2034	2100
DA					Birley	2092	2100
DB					Birley	1278	1400
DC					Birley	3380	3500
DD					Birley	2806	2900
DE					Birley	2229	2300
DF					Birley	1051	1100
EA					Broomhill	1759	1800
EB					Broomhill	736	800
EC					Broomhill	966	1000
ED					Broomhill	1501	1600
EE					Broomhill	1473	1500
EF					Broomhill	1577	1600
EG					Broomhill	1409	1700
EH					Broomhill	2303	2400
FA					Burngreave	1788	1900
FB					Burngreave	1166	1200

Check your data	2013	2020
Number of councillors:	84	84
Overall electorate:	397,155	414,000
Average electorate per cllr:	4,728	4,929

Scroll left to see the first table

Fill in the name of each ward once	Fill in the number of councillors per ward	These cells will show you the electorate and variance. They change depending what you enter in the table to the left.
------------------------------------	--	---

Name of ward	Number of cllrs per ward	Electorate 2013	Variance 2013	Electorate 2020	Variance 2020
Arbourthorne	3	13,035	-8%	14,000	-5%
Beauchief and Greenhill	3	13,597	-4%	13,900	-6%
Beighton	3	13,185	-7%	14,000	-5%
Birley	3	12,836	-10%	13,300	-10%
Broomhill	3	11,724	-17%	12,400	-16%
Burngreave	3	15,605	10%	16,500	12%
Central	3	20,262	43%	21,600	46%
Crookes	3	13,970	-2%	14,300	-3%
Darnall	3	15,884	12%	16,400	11%
Dore and Totley	3	13,525	-5%	14,100	-5%
East Ecclesfield	3	14,358	1%	15,000	1%
Ecclesall	3	14,885	5%	15,300	3%
Firth Park	3	14,196	0%	14,900	1%
Fulwood	3	14,173	0%	14,600	-1%
Gleadless Valley	3	14,550	3%	15,100	2%
Graves Park	3	13,544	-5%	14,000	-5%
Hillsborough	3	14,038	-1%	14,500	-2%
Manor Castle	3	13,748	-3%	14,900	1%
Mosborough	3	13,762	-3%	14,400	-3%
Nether Edge	3	13,557	-4%	14,300	-3%
Richmond	3	13,184	-7%	13,500	-9%
Shiregreen and Brightside	3	14,640	3%	14,900	1%
Southey	3	13,758	-3%	14,500	-2%
Stannington	3	14,418	2%	14,900	1%
Stocksbridge and Upper Don	3	14,524	2%	15,300	3%
Walkley	3	14,540	3%	14,900	1%
West Ecclesfield	3	14,192	0%	14,700	-1%
Woodhouse	3	13,465	-5%	13,800	-7%

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Ecclesfield	Chapelton
Ecclesfield	Chapelton
Ecclesfield	Ecclesfield
Ecclesfield	Ecclesfield
Ecclesfield	Chapelton
Ecclesfield	Chapelton

Burngreave	917	900
Burngreave	2845	2900
Burngreave	1522	1600
Burngreave	1488	1500
Burngreave	1024	1200
Burngreave	951	1000
Burngreave	1127	1200
Burngreave	1370	1600
Burngreave	1407	1500
Central	983	1000
Central	2101	2200
Central	2506	2700
Central	2285	2600
Central	2221	2300
Central	3145	3200
Central	2054	2300
Central	2818	3100
Central	2149	2200
Crookes	2734	2800
Crookes	2759	2800
Crookes	2575	2600
Crookes	1668	1700
Crookes	1054	1100
Crookes	1338	1400
Crookes	1842	1900
Darnall	2476	2500
Darnall	3049	3100
Darnall	2067	2100
Darnall	2779	2800
Darnall	2382	2500
Darnall	1250	1300
Darnall	1881	2100
Dore and Totley	3055	3300
Dore and Totley	3080	3200
Dore and Totley	3064	3200
Dore and Totley	3070	3100
Dore and Totley	1256	1300
East Ecclesfield	1481	1500
East Ecclesfield	3018	3100
East Ecclesfield	2709	2800
East Ecclesfield	1087	1100
East Ecclesfield	1260	1300
East Ecclesfield	2160	2200
East Ecclesfield	876	900
East Ecclesfield	1767	2100
Ecclesall	2286	2300
Ecclesall	1143	1200
Ecclesall	2819	2900
Ecclesall	3077	3200
Ecclesall	2970	3000
Ecclesall	2590	2700
Firth Park	2380	2400
Firth Park	1501	1500
Firth Park	1566	1600
Firth Park	2957	3300
Firth Park	2453	2500
Firth Park	861	900
Firth Park	840	900
Firth Park	1638	1800
Fulwood	2920	3000
Fulwood	1896	1900

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Fulwood	2041	2100
Fulwood	2299	2400
Fulwood	1538	1600
Fulwood	2067	2100
Fulwood	1412	1500
Gleadless Valley	905	900
Gleadless Valley	2951	3000
Gleadless Valley	1461	1500
Gleadless Valley	1225	1300
Gleadless Valley	2009	2200
Gleadless Valley	1938	2000
Gleadless Valley	2173	2200
Gleadless Valley	1888	2000
Graves Park	1922	2000
Graves Park	1504	1500
Graves Park	2856	2900
Graves Park	1113	1300
Graves Park	1793	1800
Graves Park	2156	2200
Graves Park	2200	2300
Hillsborough	1492	1500
Hillsborough	1862	1900
Hillsborough	2180	2200
Hillsborough	2788	2900
Hillsborough	2599	2800
Hillsborough	900	900
Hillsborough	2217	2300
Manor Castle	2399	2500
Manor Castle	2020	2100
Manor Castle	1669	1800
Manor Castle	1898	2200
Manor Castle	1656	1700
Manor Castle	2162	2400
Manor Castle	1944	2200
Mosborough	2525	2600
Mosborough	1801	1900
Mosborough	2177	2500
Mosborough	3194	3300
Mosborough	2557	2600
Mosborough	1508	1500
Nether Edge	2981	3300
Nether Edge	2900	3100
Nether Edge	3006	3100
Nether Edge	1815	1900
Nether Edge	2855	2900
Richmond	2075	2100
Richmond	2331	2400
Richmond	1226	1300
Richmond	1380	1400
Richmond	2114	2200
Richmond	2582	2600
Richmond	1476	1500
Shiregreen and Brightside	2845	2900
Shiregreen and Brightside	1575	1600
Shiregreen and Brightside	3430	3500
Shiregreen and Brightside	2335	2400
Shiregreen and Brightside	2196	2200
Shiregreen and Brightside	969	1000
Shiregreen and Brightside	1290	1300
Southey	1848	1900
Southey	1974	2000

WC			Southey	2093	2100
WD			Southey	2168	2400
WE			Southey	1412	1400
WF			Southey	2727	3100
WG			Southey	1536	1600
XA	Bradfield	Worrall	Stannington	326	300
XB	Bradfield	Bradfield	Stannington	328	300
XC	Stocksbridge	West	Stannington	1120	1100
XD	Bradfield	Worrall	Stannington	1589	1700
XE			Stannington	2330	2500
XF	Bradfield	Bradfield	Stannington	3104	3200
XG	Bradfield	Bradfield	Stannington	1139	1200
XH			Stannington	1537	1600
XI	Bradfield	Worrall	Stannington	1925	2000
XJ	Bradfield	Worrall	Stannington	1020	1000
YA	Stocksbridge	South	Stocksbridge and Upper Don	340	300
YB	Stocksbridge	East	Stocksbridge and Upper Don	1908	2000
YC			Stocksbridge and Upper Don	1297	1300
YD	Bradfield	Wharnccliffe Side	Stocksbridge and Upper Don	102	100
YE	Bradfield	Oughtibridge	Stocksbridge and Upper Don	1201	1200
YF	Bradfield	Oughtibridge	Stocksbridge and Upper Don	1689	1700
YG	Stocksbridge	East	Stocksbridge and Upper Don	1167	1500
YH	Stocksbridge	North	Stocksbridge and Upper Don	1046	1100
YI	Stocksbridge	West	Stocksbridge and Upper Don	970	1000
YJ	Stocksbridge	South	Stocksbridge and Upper Don	2292	2300
YK	Stocksbridge	North	Stocksbridge and Upper Don	1355	1600
YL	Bradfield	Wharnccliffe Side	Stocksbridge and Upper Don	1157	1200
ZA			Walkley	716	700
ZB			Walkley	1255	1300
ZC			Walkley	1339	1400
ZD			Walkley	1160	1200
ZE			Walkley	2292	2300
ZF			Walkley	1950	2000
ZG			Walkley	613	600
ZH			Walkley	1622	1700
ZI			Walkley	1786	1800
ZJ			Walkley	1807	1900
2A	Ecclesfield	High Green	West Ecclesfield	2389	2500
2B	Ecclesfield	Burncross	West Ecclesfield	3255	3300
2C	Ecclesfield	Grenoside	West Ecclesfield	1624	1700
2D	Ecclesfield	Grenoside	West Ecclesfield	1810	1900
2E	Ecclesfield	Thorncliffe	West Ecclesfield	3208	3300
2F	Ecclesfield	High Green	West Ecclesfield	1906	2000
3A			Woodhouse	3148	3300
3B			Woodhouse	2089	2100
3C			Woodhouse	2793	2900
3D			Woodhouse	2197	2200
3E			Woodhouse	1264	1300
3F			Woodhouse	1974	2000

All parish electorates by individual parish

Using this sheet:

Use this sheet to show the number of parish councillors. Put down all parishes, no matter how big or small.

Type in the name of the parish. Make sure it is exactly the same as it appears in the sheet "Electoral data".		Does this parish have wards? Write down the names	How many parish councillors does this parish, parish ward or group of parishes have?
---	--	---	--

Parish	Parish wards	Part of a group?	Councillors
<i>Example Parish A</i>			<i>7</i>
<i>Example Parish B</i>		<i>Parish group 1</i>	<i>2</i>
<i>Example Parish C</i>		<i>Parish group 1</i>	<i>1</i>
<i>Example Parish D</i>		<i>Parish group 1</i>	<i>3</i>
<i>Example Parish E</i>			<i>9</i>
	<i>Parish E ward 1</i>		<i>5</i>
	<i>Parish E ward 2</i>		<i>4</i>
<i>Example Parish F</i>			<i>Meeting</i>

Explanation: what does this example mean?

Parish A is not part of a group, and has no parish wards.

Parishes B, C and D are all part of a group parish council. Although they are individual parishes, they share one parish council. Not all areas of the county have grouped parishes.

Parish E has two parish wards. It would be helpful if you could also supply us with maps to tell us where the boundaries of your parish wards lie.

Parish F has a parish meeting instead of a parish council.

Bradfield Parish Council	Outibridge	3
	Stannington	5
	Wharcliffe side	1
	Worrall	4
Ecclesfield Parish Council	Burncross	2
	Ecclesfield	4
	Chapelton	2
	Grenoside	2
	Highgreen	3
Stocksbridge Town Council	Thornccliffe	2
	North	2
	South	2
	East	2
	West	2

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Appendix C: 2011 Census Report 2: Population Estimates for Wards

Introduction

The 2011 Census was carried out by Office for National Statistics on 23 March 2011. All of the results relate to that date. As such, they do not compare with the mid-year estimates for 2011 or for any of the previous years. One of the things that the Census has highlighted is the difference between the population on Census data and at the June mid-year in a university city like Sheffield. Students are counted at their term time address, but by June many final year students have left the city whilst the first year students have not yet moved in.

2011 Census Report 1 summarised the first output from the 2011 Census, which set out the population estimates for local authorities. This report now looks at the population estimates for Sheffield wards, which were released by the Office for National Statistics on 23rd November 2012. Only the population age and sex breakdowns and household counts are published at present. Ethnicity and other data will be published in subsequent releases. (See 6 below on future releases)

The report identifies:

- the changes in ward populations since 2001
- the significant differences between the wards and the city averages
- the population in households and in communal establishments

Ward Population Estimates

Ward Size

Around the time of the 2001 Census, the Boundary Commission were conducting a review of Sheffield's wards. The review reported just too late for these to become the Census wards, but it did mean that there was not a large variation in population size between the 28 wards. The difference between Burngreave as the largest ward and Fulwood as the smallest was 8,600 people. The average population size for a Sheffield ward in 2001 was around 18,300 people.

By 2011, the average size of a Sheffield ward has risen to over 19,700. This growth has not been uniform across the city. The difference between the largest and smallest wards is now also 19,700 people, the equivalent of a whole extra ward. This is mostly due to the growth of Central Ward, which has more than doubled in the ten years between the Censuses to 36,412 in 2011.

21 of Sheffield's 28 wards have seen population growth by varying degrees since 2001.

Wards that have seen the largest growth since 2001 are:

Central	+19,064	Walkley	+3,904
Burngreave	+3,434	Fulwood	+2,792

Darnall	+2,494	Arbourthorne	+1,628
Stannington	+1,600	Gleadless Valley	+1,348
Firth Park	+1,094		

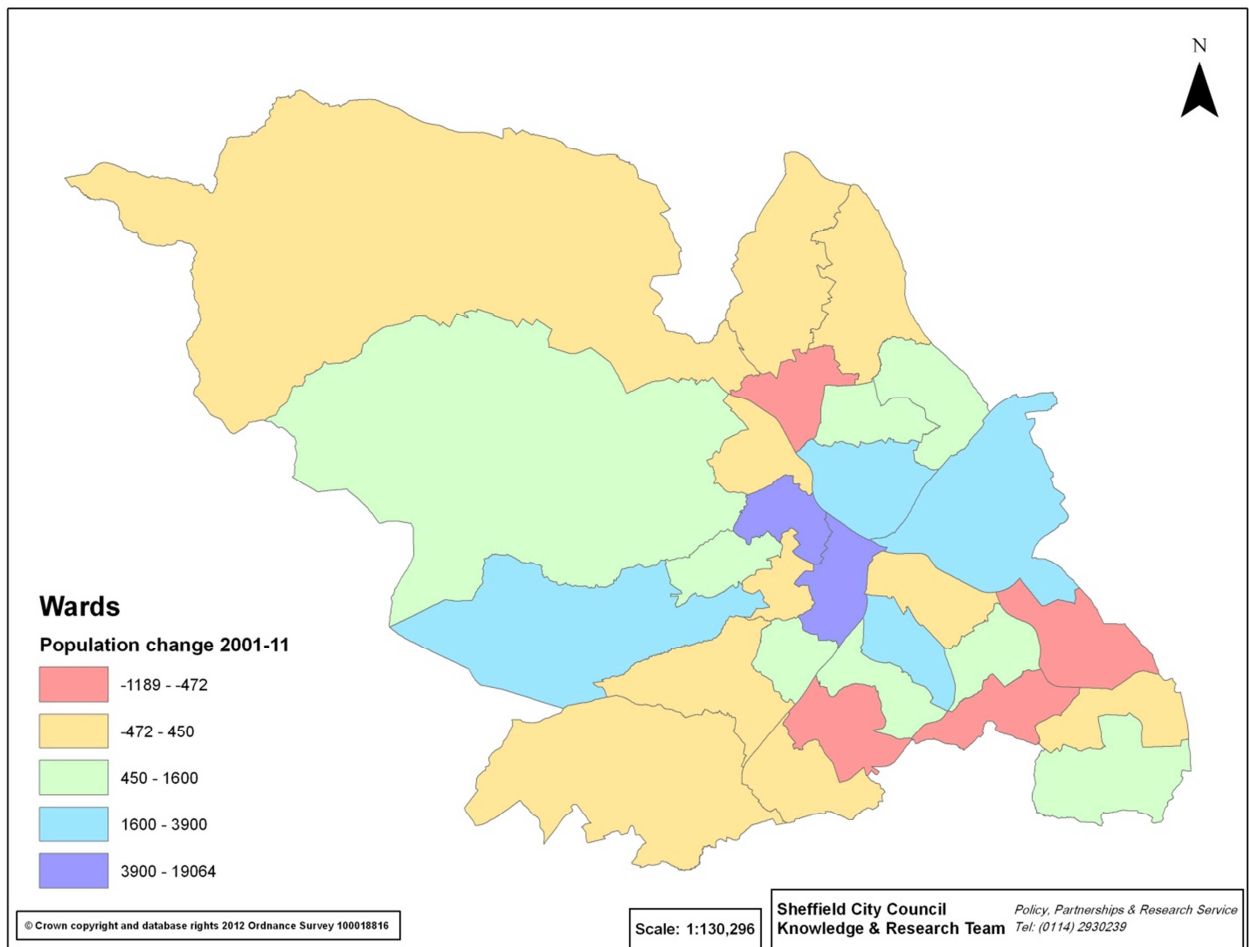
Central, Walkley and Fulwood wards have had significant increases in student accommodation since 2001. There has been other new housing development in Central and Arbourthorne, whilst large numbers of Council tenants were moved from Park Hill into Gleadless Valley. Increases in Burngreave, Darnall and Firth Park are largely due to natural change. All three of these wards have large and relatively young Pakistani and Bangladeshi communities.

Of the seven wards that have smaller populations in 2011, four have seen significant reductions:

Birley	-1,189	Southey	-880
Woodhouse	-473	Graves Park	-472

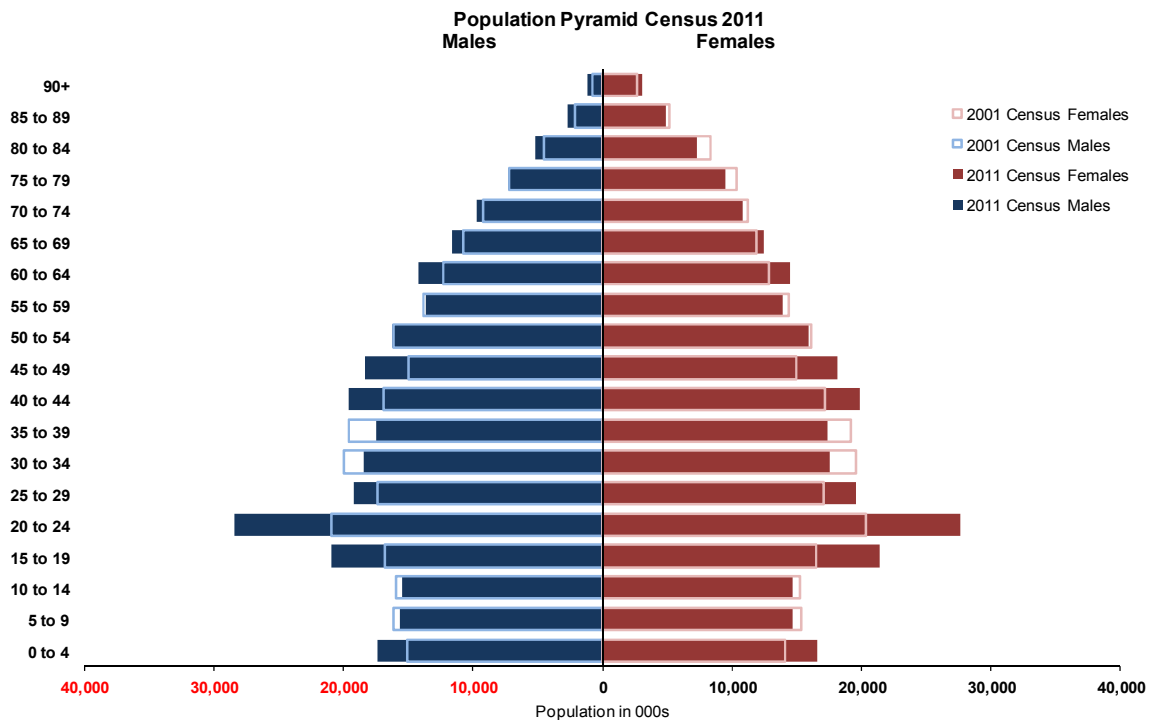
Birley and Southey wards have had large scale clearance of Council housing. Replacement housing had either not yet been occupied or not built at the time of the 2011 Census.

Population Change by Ward 2001-2011



Age Structure

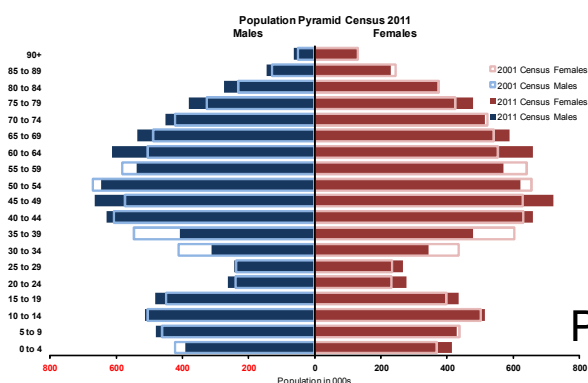
Sheffield's overall age structure, when represented by a pyramid chart, with males on the left and females on the right, bulges out to around age 40-44 and then reduces to a curved point at the top, rather like a beehive. There are more females than males in the older age groups from 65 upwards. The 20-24 age group stands out proud from this overall shape in Sheffield, as it represents the city's large student population. This pattern is typical of large university English cities and similar pyramids are seen in places such as Leeds or Birmingham.



Not all of Sheffield's wards follow this pattern, but many of the wards with large Council estates do, although with a less pronounced step at the 20-24 age group. These include Arbourthorne, Gleadless Valley, Richmond, Shiregreen and Brightside and Southey.

There are four other distinct shapes to the ward population pyramid files :

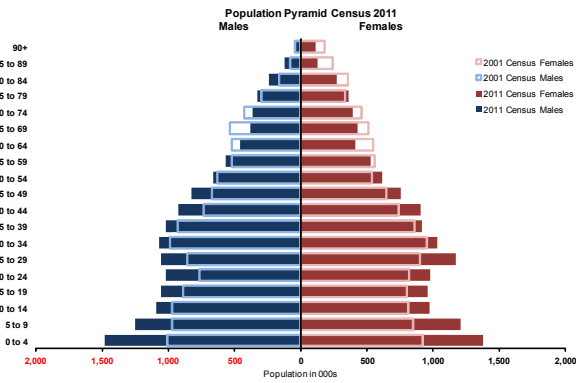
These areas all have significant new housing developments.



The Hourglass: this typical example is Dore & Totley. Other wards that follow this general pattern are Beauchief & Greenhill, Birley, East Ecclesfield, Ecclesall, Graves Park, Stannington,

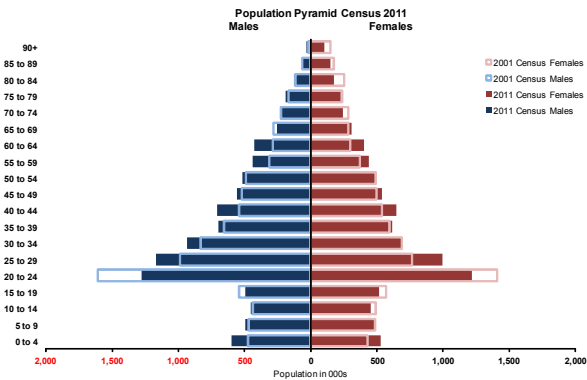
Stocksbridge & Upper Don, West Ecclesfield and Woodhouse.

The common feature is a low number of people in the 20-39 age groups, and much higher numbers of people in the older age groups than other wards. This is representative of very settled middle class white wards, with lots of families and older people living on their own or in couples after their children have left home. A large proportion of young adults from these wards will leave for other university areas, and these wards are far from universities hence the dip in the young adult age groups.



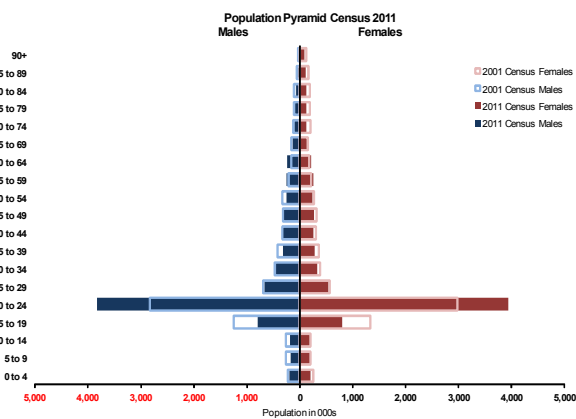
The Classical Pyramid: This pyramid shows Burngreave, but Darnall and Firth Park also follow this general pattern.

These wards have large numbers of children and then taper fairly evenly to a small number of older people at the top. These wards have high minority ethnic populations, with larger families and lower numbers of middle-aged and older people.



The Christmas Tree: the best example is Nether Edge ward, but Beighton, Manor Castle, Mosborough and Hillsborough also follow this general pattern to some degree.

It is typified by relatively low numbers of children and young people, a large number of younger adults then immediately tapering to a point at the top.



The Spinning Top: Broomhill is a good example of this type of population structure. Central, Crookes, Fulwood and Walkley also follow this striking pattern.

These wards have very large numbers of students, most of whom are in the 20-24 age group. These wards have a much less balanced age structure than most of the rest of Sheffield. This is a distinctly 2011 pattern, caused by the large increase in

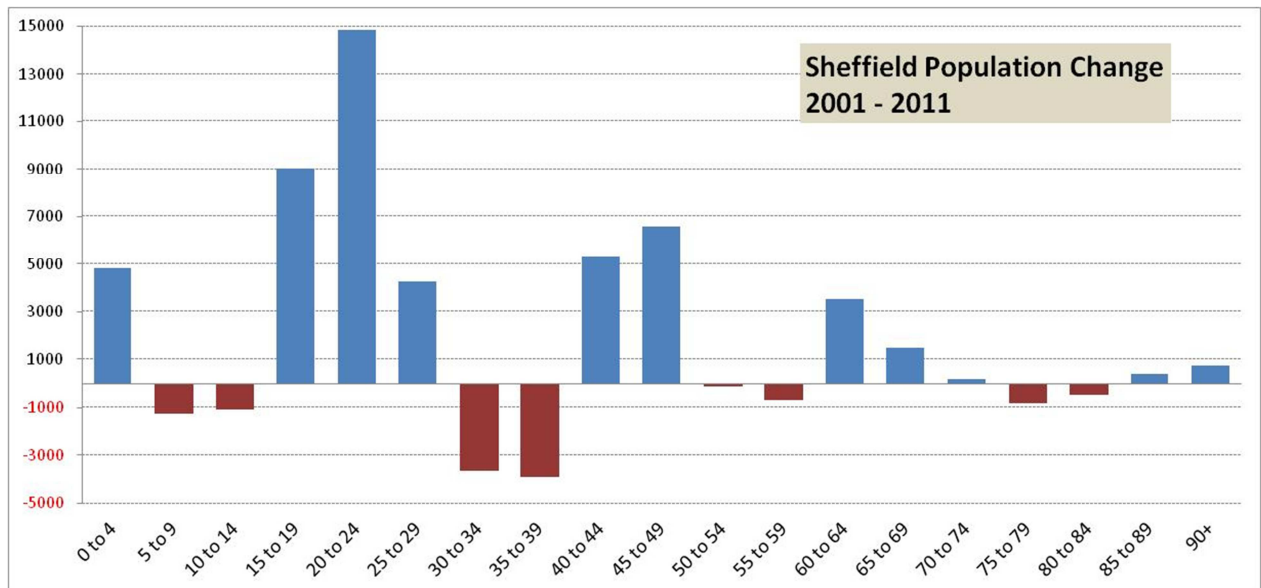
students and young adults attracted to these areas. They would have shown more of a 'Christmas Tree' pattern in 2001.

These varying age patterns are often transitory and many areas change in character over time, perhaps moving between these different patterns. The wards with the 'spinning top' will perhaps be more stable in future, as their age structure is dominated students and young adults and their populations are more transitory.

The age structure in the city has changed significantly since 2001. This is due to a number of factors:

- Natural change, as bulges in the age structure progress through the age range (e.g. the 60's baby boomers now moving into their 60s.)
- Immigration to the city, particularly of overseas and UK students
- An increased birth rate in the last few years
- Increasing life expectancy

As a result, the 0-4, 15-29, 40-49 and 60-69 and 85+ age groups have increased significantly. The 30-39 age group has reduced the most, as the baby boom of the 1960s works its way through the age structure. The 5-14, 50-59 and 75-84 age groups have also reduced, but less dramatically.



There are some notable differences in the wards from this pattern of change:

- Whilst the 15 – 19 age group has increased significantly across the city, it reduced by 978 in Broomhill ward. This is largely due to the closure of the former student halls of residence, mostly occupied by first-year students, with the building of the Endcliffe student village in Fulwood ward
- The large increase in the 20-24 age group occurred largely in Central ward and to a lesser degree in Broomhill and Walkley. These three wards attract second and subsequent year students and overseas students to the large number of flats and shared houses.
- The pattern of change in Central, Burngreave and Darnall wards was different to the others. All age groups up to 49 years old in these wards, and to 59 in Central and Burngreave, increased. These wards have a much younger age profile and relatively low life expectancy. The number of people older than these age groups reduced over the ten year period.
- There has been a large increase in the number of people aged 85 and over, although the numbers decreased in three wards: Broomhill, Burngreave and Nether Edge. This reflects a distinct demographic change in these wards, with few people aged 60 and over to replace the reducing 85+ age group. Housing left by this older group are often taken by younger adults and families.
- There were reductions overall in the 75 to 84 age group, with Beighton and West Ecclesfield the main exceptions. The reduction was more marked in the more deprived wards such as

Burngreave, Manor Castle, Richmond and Southey. This was predictable, as the post-war WW1 baby boomers would have been in this age group in 2001 but have moved up to the 85 and over group in 2011. Lower life expectancy may account for the greater reductions in the more deprived wards.

Households and Communal Establishments

The November release of 2011 Census data also includes the number of households in each of the standard areas, the population in those households and in communal establishments.

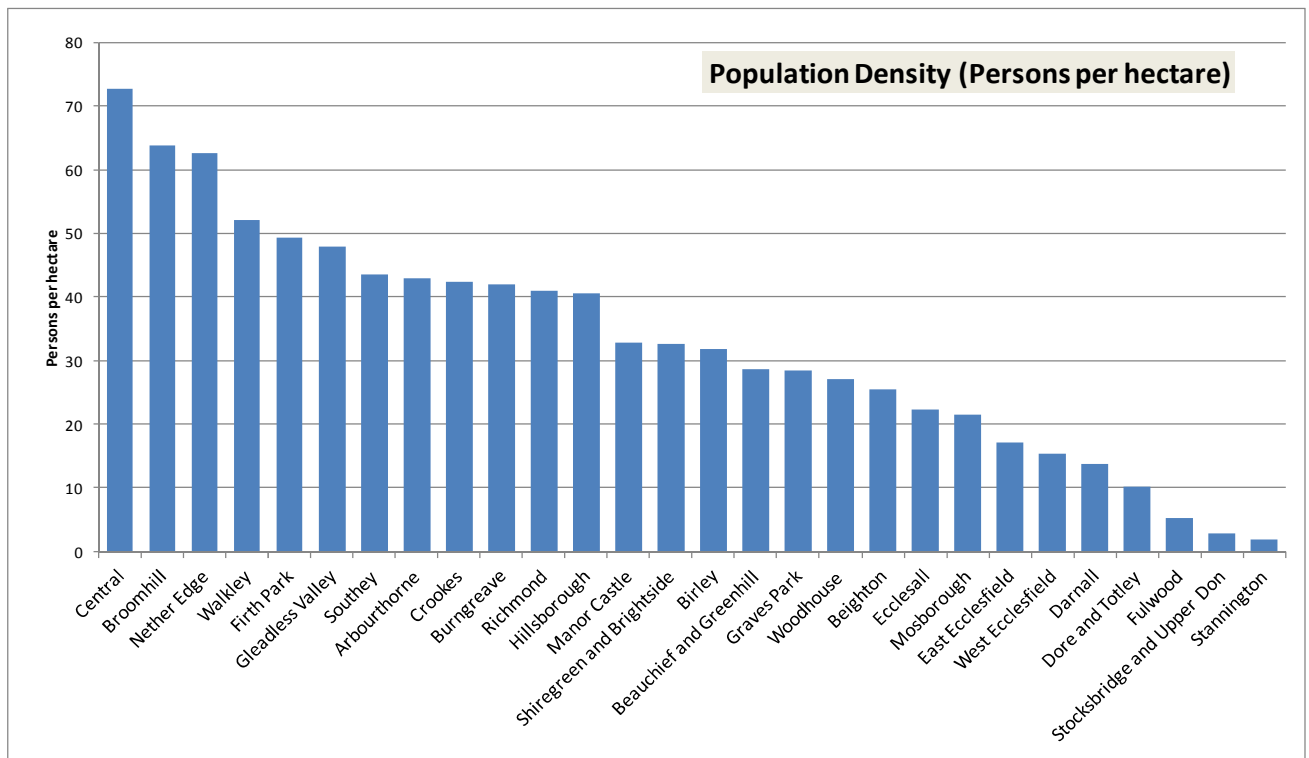
The 2011 Census counted 229,928 households in Sheffield, with 539,064 residents. This gives an average household size of 2.3 persons. This is much the same as in 2001. There are 13,634 Sheffield usual residents in communal establishments. These include student halls of residence, hospitals and care homes, hotels and boarding houses.

Central ward has the largest number of households at 12,967; Broomhill has the lowest at 5,708. Most wards vary between 7,000 and 9,000. Broomhill has the highest average household size at 2.9 people per household. This must reflect the number of shared student houses. Other wards that are significantly above the Sheffield average are Burngreave (2.7) and Darnall (2.6). This is largely due to the large households in the Pakistani and Bangladeshi communities in those wards.

The wards with the highest populations in communal establishments are Central, Fulwood and Walkley. These three wards include most of the communal student accommodation in the city.

Population Density

The household table in the November release also defines the areas in hectares and provides population densities. The chart below shows the variation in population densities across the city.



The four wards with the lowest population densities all include parts of Sheffield’s rural area and the Peak District National Park. Density figures in these wards are misleading in that the majority of the population is concentrated in a small part of the ward’s area. The density figures for smaller geographies will give a more realistic picture.

2011 Census Population data for Other Geographies

At the same time that the ward population figures were released, the 2011 Census populations for other geographies were also published. Five-year age and gender figures were published for:

- Medium Super Output Areas (MSOAs) – there are 69 of these areas in Sheffield, with an average population of around 8,000.
- Lower Super Output Areas (LSOAs) – there are 345 of these areas in Sheffield, with an average population of around 1,600.
- Output Areas (OAs) – these are the smallest areas for which Census information is published. There are 1,817 of these areas in Sheffield, with an average population of around 300.

The population figures by age have been summarised in an Excel spreadsheet which will be available for download from the Sheffield City Council website in the 2011 Census pages. The full data for the whole country can be downloaded from

<http://www.ons.gov.uk/ons/guide-method/census/2011/index.html>

Future Releases of 2011 Census Information

The Office for National Statistics’ timetable for the release of 2011 Census data is being refined and amended as time goes by.

Two further releases are scheduled as part of Release 2. On 11th December 2012, the Key Statistics and some Quick Statistics tables will be published for local authority areas. These will provide single variable tables for a wide range of topics, including ethnicity, birthplace, household tenure and makeup, economic and employment status.

On 30th January 2013, the ONS will publish the Key and Quick Statistics for the smaller Census geographies: MSOAs, LSOAs and Output Areas.

A full description of these tables for both releases can be found at the ONS website using the link above.

Release 3 will begin in March 2013 through to June 2013. This will include the Local Characteristics tables for all Census geographies, although the local authority data will probably be released first. These tables will provide the first cross-tabulations of the data in Release 2. The major exception to this is ethnicity; no ethnic group data will be included in the Local Characteristics tables.

Release 4 will publish the Detailed Characteristics tables from July to October 2013. As implied in the name, these will provide greater detail but will only be published for MSOAs and larger areas (including wards). They will include all of the ethnic group cross-tabulations. The workplace and migration flow data will also probably be included in this release.

Knowledge & Research
Monday, 23 December 2013

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Appendix D



SHEFFIELD CITY COUNCIL

Cabinet Report

Report of: Executive Director, Communities

Date: 17th July 2013

Subject: Proposal for a new approach to engaging and involving local communities

Author of Report: Vince Roberts, 0114 273 4486

Summary:

This paper seeks to reshape the Council's current local partnership arrangements and community engagement work that goes on in our *geographic communities*.

It proposes the Council:

- take a **Ward based** approach where Ward Councillors are supported to take the lead for engaging with the communities they serve;
 - establishing a **Ward Pot of £300,000**;
 - establishing **seven Local Area Partnerships**, one for each Area of four Wards, chaired by a lead Elected Member selected by Full Council with an appropriate Special Members Allowance.
-

Reasons for Recommendations:

The proposed model is recommended on the basis that it:

- targets support to communities where engagement and involvement is most needed and where capacity for self-support may be limited;
- develops the community leadership role of councillors in working with communities to support their interests;
- makes the ward and neighbourhood the focus of most activity rather than the much larger former Community Assembly area/meetings which few residents identified with, while acknowledging that some partnership working is required at a wider area level;
- would enable the Ward Pot arrangements to be up and running before the summer to ensure that the small investments that make a big difference can enhance provision during the summer holidays. These proposals would establish the Ward Pot guidance and decision making process as soon as possible;
- has taken into account the consultation and equalities impact assessment;
- is within the budget set by the Council.

Recommendations:

Cabinet is recommended to agree the proposals set out in this report and in particular:-

- (a) to agree the creation of a Ward Pot Budget of £300,000 to be allocated between the City's 28 electoral wards as described in paragraph 3.3;
- (b) to note that the appointment of the Lead Ward Member for each ward and their resulting appointments to sit on an appropriate Local Area Partnership, will be matters for the Full Council to determine, and that the Council has now appointed the 7 Local Area Partnership Chairs;
- (c) to recommend to the Council that, in view of the role profile attached to the report now submitted, it confirms that the role of Local Area Partnership Chair be established with a Special Responsibility Allowance included in the new Band C (old Band B2) of Schedule 1 to its Members' Allowances Scheme, and that the payment of this allowance be backdated to 16th May 2013 in recognition that the Chairs have been operating in shadow form since that date, helping to lay the foundations for the new ways of locality working;
- (d) to request the Chief Executive:-
 - (i) to establish a pool of 14 senior officers and allocate them to an area/s to support the work of the elected ward members and the work of each Local Area Partnership;
- (e) to authorise the Director of Community Services:-

- (i) to determine how the Ward Pot Budget for each ward is spent, subject to the proviso that this authority must be exercised in close consultation with all the elected Members for the ward concerned with a view to wherever possible achieving consensus over the use of funds, and to determine the terms on which such expenditure is incurred including authorising the completion of any related funding agreement or other legal documentation, subject to compliance with Contracts Standing Orders and Financial Regulations;
 - (ii) to determine the composition of and settle the terms of reference and rules of procedure for the Local Area Partnerships, in consultation with the Cabinet Member for Communities and Inclusion;
 - (iii) to agree the detailed arrangements for the Local Area Team, subject to Council policies and procedures and due consideration of the outcome of any related consultations, and provided the arrangements are within the maximum available initial budget;
- (f) to request the Chief Executive to make appropriate arrangements, in consultation with the Chair of the Scrutiny Management Committee and the Chair of the LAP Chairs' group [or whatever it's called], to facilitate the consideration of issues of local concern through the Council's scrutiny arrangements.

Background Papers: Consultation Materials
Equality Impact Assessment

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
YES Cleared by: Andrea Nix
Legal Implications
YES Cleared by: Andrew Bullock
Equality of Opportunity Implications
YES Cleared by: Phil Reid
Tackling Health Inequalities Implications
YES
Human rights Implications
NO:
Environmental and Sustainability implications
YES
Economic impact
YES
Community safety implications
YES
Human resources implications
YES
Property implications
NO
Area(s) affected
ALL
Relevant Cabinet Portfolio Leader
Cllr Mazher Iqbal, Cabinet Member for Communities & Inclusion
Relevant Scrutiny and Policy Development Committee if decision called in
Safer & Stronger Communities Scrutiny Committee
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

Proposal for a new approach to engaging and involving communities

1. Introduction

- 1.1. This paper seeks to reshape the Council's current local partnership arrangements and community engagement work with our *geographic communities*. These replace the previous Community Assembly arrangements.
- 1.2. The proposals contained within this paper have come about following extensive work by the *Members' Voice and Influence Task and Finish Group* and the consultation with the public that was undertaken between the 16th and 28th January 2013. A further consultation on the detailed proposals took place between 23rd April and 3rd June 2013.
- 1.3. Further work is being undertaken to reshape how, as a Council, we engage with communities of *interest* (such as those with a common interest who want to come together on a city wide basis, for instance tenants or environmental groups) and *identity* (e.g. older people, or people with disabilities).
- 1.4. The report makes proposals for how the Council could support and facilitate our work with geographic communities work more efficiently within the overall budget set by the Council, and provides a structure for the expansion of support at a later date if more resources become available. In developing proposals we want to support communities to become *stronger* and more *resilient* – more able to help themselves, gain influence, and deal with what the world throws at them.

As a result of unprecedented Government cut-backs, the Council is facing extreme pressures on increasingly limited budgets. Over the past two years the Council has received heavy cuts to its funding from Government, and has had to find savings of around £140 million. Over the last two years the Council has found these savings whilst avoiding significant impact on visible frontline services.

This year the Council had to find a further £50 million of savings, with more cuts in the following years. Efficiency savings will not be sufficient and the Council consequently has to reduce the budgets of many frontline services.

Within these constraints, the Council's approach is to protect where possible those services provided for the most vulnerable people in our community and to examine where they spend on discretionary provision.

- 1.5. Our aims are to ensure we reinvest the remaining resources we have in the most efficient and effective ways. This means fundamentally redesigning our approach by:
 - Targeting support to communities where engagement and involvement is most needed and where capacity for self-support may be limited;

- Developing the community leadership role of Councillors in working with communities to support their interests;
 - Making the ward and neighbourhood the focus of most activity rather than the much larger former Community Assembly area/meetings which few residents identified with while acknowledging that some partnership working is required at a wider area level.
- 1.6. It is clear that, with the scale of reductions proposed, we will not be able to resource the breadth of locality working and associated governance arrangements across the city to former levels and support communities through grant funding to anything like the current provision. The proposals in this report provide a solid basic framework that is affordable within the budget set by Council and can be used as the foundation of locality work, which can be enhanced at a later date if required.
- 1.7. Our proposals are summarised in section 2. Greater details are provided in sections 3-7 and further work will be undertaken to further develop the proposals.
- 1.8. A new approach requires the development of new community planning mechanisms, new ways of undertaking community scrutiny and creative ways of involving local people, including use of social media and on line approaches. The resources available will have to:
- be targeted towards enabling communities to help themselves;
 - be prioritised to areas of greatest need and tension;
 - foster good relations, reduce barriers to involvement and enable inclusive communities;
 - support and develop new ways of engagement; and
 - support Councillors to lead in their local area.
- 1.9 The proposals have been developed in line with the Council's values and priorities in our corporate plan, Standing up for Sheffield, including our commitment to fairness; enabling individuals and communities; and working better together. We have been particularly mindful of the work of the Fairness Commission, and have used the Fairness Framework developed by the Commission to guide our thinking during the development of these proposals.

They particularly recognise the Commission's priority to tackle and ameliorate those inequalities that cause the greatest damage to the life-chance and wellbeing of some Sheffield communities and individual citizens. Those in greatest need should take priority.

The proposals will also help to contribute to the Council's outcomes of making everywhere a great place to live, and tackling poverty and increasing social justice.

2. Proposal Summary:

Outlined below are the key elements of the new operating model.

- 2.1 Setting up a **ward based** approach where Ward Councillors are supported to take the lead for engaging with the communities they serve. To support the administrative and decision making processes, a **Lead Ward Member** will need to be appointed for each Ward who will be the first point of contact for communication and also represent the Ward on the **Local Area Partnership** (see 2.4 below). It is proposed that there will be a senior officer of the Council available to support the work of the Ward Councillors, covering between one and three Wards, depending on need with fourteen in total. Administrative support will be provided by the **Local Area Partnership Team**.
- 2.2 Establishing a **ward based discretionary budget of £300,000, called the Ward Pot**. This will be allocated at £2,000 per ward (£56,000 in total) plus £244,000 to be distributed by IMD. (Ecclesall approx. £3,570 and Manor Castle £19,664). Ward Councillors, working together and with the allocated senior officer will develop a '**Ward Plan**' consisting of a small number of priorities to inform spending decisions. These funds will then be allocated with regard to the ward priorities.
- 2.3 Recognising the move away from Community Assemblies as part of the City Council's formal governance structures. The former **Community Assembly geographical boundaries will continue** to support partnership working and service delivery by the Council and partners. These will be called the North Area, North East Area, East Area, South East Area, South Area, South West Area and the Central Area.
- 2.4 Establishing **Local Area Partnerships** for each of the Areas chaired by a lead Elected Member with an appropriate Special Member's Allowance called the **Local Area Partnership Chair**. The Local Area Partnerships will have a membership appropriate to the priority issues identified for each area. Each Local Area Partnership will be chaired by an Elected Member agreed at Full Council and include a **Lead Ward Member** from each of the remaining three wards. At a minimum, membership will include representatives from the public sector, local VCF sector, private sector and others as appropriate. Support will be provided by the Local Area Partnership Team and in addition there will be a Lead Council Officer. The LAPs will be responsible for establishing an area plan taking account of the priorities identified by the Ward Members (three per Ward.)
- 2.5 The arrangements will be supported by the centrally managed, flexible **Local Area Team** of officers at an initial cost of £400k. There will be a named officer for each area who will be primarily responsible for supporting the Member led Local Area Partnership which will be underpinned by the Ward based arrangements and priorities. Administrative support will be provided by the Local Area Team for the Ward based structures.

- 2.6 It is recognised that from time to time there will be issues arising at Ward level that will require additional resourcing and attention by the Council and partners. In such circumstances it will be for the Local Area Partnership through the Lead Council Officer and Local Area Partnership Chair to raise the issue with the Director of Community Services and the relevant Cabinet Member. Following consultation with the Corporate Management Team and discussion with appropriate services, additional resourcing may be made available as required, but this would need to be found within the Council's approved budget and be approved in accordance with the Council's usual governance arrangements. It is also proposed that there be a **Local Area Partnership Chairs Group**, chaired by the relevant Cabinet Member with membership of the Chairs of the Local Area Partnerships.
- 2.7 Cabinet in the Community will continue on a rolling basis around the City and will be held in a Ward, but with an invitation to attend being extended specifically to residents and businesses in neighbouring Wards with meetings being generally open to members of the public.

Outlined below is additional detail in relation to each area identified above.

3 Locality Working – replacement of Community Assemblies

3.1 The Ward Structure:

It is proposed that we recognise what works for communities and move to a flexible, rolling programme of Ward based events that focus on the big issues in different communities and provide an opportunity for the community to engage with their Ward members and scrutinise local services. The previous approach to formal Community Assembly meetings did not attract or engage many local people. Key features of the proposals will include less bureaucratic meetings, more opportunities for local people to discuss and engage with local councillors, and more consistent links with other local events such as Police and Communities Together (PACT) and Neighbourhood Action Group (NAG) meetings, etc. These events will be led by Ward Councillors with administrative support offered by the Local Area Team.

- 3.2 Under a Ward based approach, we propose that as a minimum, once a year communities and local partners get together to develop ward based Ward Plans, agreeing 3 key priorities for their area. Local Councillors will lead in these events, with some administrative support from the Local Area Team and engagement by the Lead Council Officer. Depending on the type of key priorities and actions required these could be supplemented by additional Councillor-led ward based events and meetings. Where issues and activity require, local Councillors could initiate events crossing ward boundaries, to link in with the Local Area Partnerships and events.
- 3.3 The proposed delivery model will focus on the work of Ward Councillors at a Ward Level. A Lead Ward Councillor will be selected who will act as the key point of contact for the new structure and represent the Ward Councillors on the Local Area Partnership.

- 3.4 Each Ward will be presented with a periodic Ward profile that can be used, alongside the knowledge of the Ward Councillors and their engagement with their community, to establish a small number of priorities that will form the basis of a plan and for periodically reporting on progress. A template for the production of the plan will be provided to ensure a level of consistency across the 28 wards.

The Plan will be the evidence base for decisions around the Ward Pot and will also be fed into the Local Area Partnership so issues common across Wards can be taken forward in their planning process.

Each Ward will have access to a Lead Council Officer (total of 14 taken from the Council's Senior Management Team) who can provide advice and support on developing a plan and also act as the first point of contact for Ward Councillors if existing channels of communication with the Council are problematic.

Ward Councillors will also be given an information pack of key contacts within the Council so they know who to raise Ward issues with and to raise questions or concerns.

They will receive regular eBriefs and training to ensure they have access to up-to date information about services and the City which they may find useful in terms of leading their Communities.

Administrative support and resources will be available to enable them to hold up-to four events/meetings a year at which they may wish to engage with their local communities, invite services to discuss delivery issues or undertake walk-about. (This list is in no way exhaustive: Ward members will have other formats which they wish to work with.)

3.5 Ward Pot

There will be a budget allocation for each Ward to help the delivery of identified Ward Priorities. This will be a light touch grant programme, but Council Standing Orders will be followed. Beneficiaries could be eligible groups, organisations or public sector services. Ward funds could be used to fund Council activity that would not otherwise be undertaken.

- 3.6 Each Ward would be allocated a minimum amount of £2,000 (equivalent to £56,000 across all 28 wards). A further £244,000 will be distributed according to need across the City.

The needs based element of the allocation to each ward will be decided using the National **Index of Multiple Deprivation (IMD)**. IMD shows comparative level of multiple deprivations across England at a small area level and links to the findings of the Fairness Commission.

It will also be possible for Members to use the ward budgets to join forces with other wards (i.e. on joint projects) or to match fund other local programmes (e.g. Community First).

This is in line with the first point of the Fairness Framework produced by the city's Fairness Commission's report, namely:

The first priority is for the city to tackle and ameliorate those inequalities that cause the greatest damage to the life-chance and wellbeing of some Sheffield communities and individual citizens. Those in greatest need should take priority.

- 3.7 It is proposed that decisions about expenditure of Ward based budgets are delegated to the Director of Community Service, with the proviso that this authority must be exercised in close consultation with all the Ward Members, and with a view to achieving, where possible, consensus over the use of funds.

There will be no additional cost of administering the Ward Pot, which will be done within existing resources.

Outlined below is the proposed allocation for each Ward.

Discretionary Budget:		£300,000	
Apportioned by IMD with minimum allocation			
	Minimum Allocation		£2,000
Ward	Minimum Allocation	IMD Allocation	Total Allocation
Arbourthorne	£2,000	£15,032	£17,032
Beauchief and Greenhill	£2,000	£9,925	£11,925
Beighton	£2,000	£5,901	£7,901
Birley	£2,000	£8,723	£10,723
Broomhill	£2,000	£4,674	£6,674
Burngreave	£2,000	£15,359	£17,359
Central	£2,000	£10,611	£12,611
Crookes	£2,000	£2,499	£4,499
Darnall	£2,000	£12,903	£14,903
Dore and Totley	£2,000	£2,274	£4,274
East Ecclesfield	£2,000	£6,796	£8,796
Ecclesall	£2,000	£1,570	£3,570
Firth Park	£2,000	£17,394	£19,394
Fulwood	£2,000	£1,992	£3,992
Gleadless Valley	£2,000	£12,638	£14,638
Graves Park	£2,000	£4,486	£6,486
Hillsborough	£2,000	£6,494	£8,494
Manor Castle	£2,000	£17,664	£19,664
Mosborough	£2,000	£7,127	£9,127
Nether Edge	£2,000	£4,895	£6,895
Richmond	£2,000	£11,200	£13,200
Shiregreen and Brightside	£2,000	£13,334	£15,334
Southey	£2,000	£15,314	£17,314
Stannington	£2,000	£5,048	£7,048
Stocksbridge and Upper Don	£2,000	£6,094	£8,094
Walkley	£2,000	£8,655	£10,655
West Ecclesfield	£2,000	£6,165	£8,165
Woodhouse	£2,000	£9,234	£11,234
Total	£56,000	£244,000	£300,000

3.8 Local Area Partnerships

Though the proposal is that the focus of the new locality arrangements will be at ward level, there are some advantages in retaining the current seven geographical areas of the city as operational entities. This will be reviewed, but in the first instance it is proposed to retain current boundaries and to call them simply 'Areas'. This will prevent disruption to other agencies who have focused their work around the seven Community Assembly areas, and also ensure there are no unnecessary administrative costs in changing boundaries, '.

The Local Government Boundary Review for Sheffield to be completed by March 2015 will lead to changes to ward boundaries, and wider organisational

boundaries, and therefore the boundaries of the Local Area Partnerships will be reviewed at this point.

- 3.9 Partnership working will remain an integral feature of the new arrangements and it is proposed that good practice from the existing partner panels is continued. This will involve creating seven Local Area Partnerships (one for each area), with active involvement from local and city organisations, businesses and the voluntary sector.

These will be different to the former Partner Panels as they will be led by Councillors and will focus on becoming structures as much owned by partners as the Council. We will be working with the Sheffield Executive Board to develop the approach further.

It is envisaged that these Local Area Partnerships will operate as the key arena in which Councillors, in partnership with the community, can take forward actions to address the area's priorities and also act as the place where local services and issues can be scrutinised. The particular partners who will sit on the Local Area Partnerships will be determined locally, in line with the needs of different parts of the city.

- 3.10 To ensure that the Local Area Partnerships are informed by and respond to the needs of local communities, they will be chaired by an elected member from the area selected by Full Council and will have representation from one elected member (the lead Ward Member) from each of the other three wards in that area. Together they will be responsible for producing an Area Plan that will be informed by the priorities identified within the Ward Plans. They will be supported by Senior Officers from across the Partnership, and an officer from the Local Area Team.

The role profile for the role of Local Area Partnership Chair is attached at Appendix A.

4. The Local Area Team (LAT)

- 4.1 The proposed staffing arrangements are affordable within the budget agreed by Full Council in March 2013. It is possible to grow or shrink the proposals, dependent upon future affordability.
- 4.2 It is proposed that a team of around 11 FTE officers is created to support as a priority, the Local Area Partnerships and priority issues and activity in the area. It is also envisaged that the team will support ward councillors by helping them arrange their Ward meetings/events. The level of practical support will depend upon the resources available, but in the first instance will focus on basic administrative functions. The team's main priority will be to support ward Councillors in dealing with pressing local issues – e.g. escalating community tensions, friction relating to a development, after-effects of serious incidents, development opportunities etc.
- 4.3 The team will maintain officer links with different geographical localities of the city, although its work will focus primarily on supporting the Local Area

Partnership arrangements. Areas where our strategic and operational intelligence suggests tensions are high, or where there is major change or cause for concern (e.g. when flagged through community tension monitoring for example) will also receive some additional support.

- 4.4 A key feature of the move to a Ward based model will be increased engagement of senior Council officers (to be called the Lead Council Officer) to build strong relationships with influential local partners, and facilitate partnership working as required.
- 4.5 In addition to the Local Area Team, it is proposed that there will be 14 such senior Council Officers . They will not be a new, dedicated resource and, instead will need to manage the role as part of their normal day to day job. The number of wards a Lead Council Officer is linked to will depend on the geography, size and complexity of the issues faced by that part of that city.
- 4.6 The Lead Council Officer's role will firstly be to help local Councillors and communities plan and prioritise for their area, and to assist the Local Area Partnerships in seeking active engagement and leadership from partner agencies locally. Secondly, they will respond to crises in the neighbourhood, galvanising services and agencies to help resolve issues. This role has been built into the new Director/Heads of Service job descriptions created as part of the senior management review. It is expected that this will be for 2 wards on average, but ranging between 1 and 3 wards (depending on the level of challenge in the areas covered). The role of the Lead Council Officer would be to deal with local issues by exception, galvanizing support from other officers.
- 4.7 The detailed working arrangements for the Local Area Partnership and the Lead Council Officer are still under development and it is proposed that they be finalised by the Director of Community Services in consultation with the Lead Cabinet Member.

5. Cabinet in the Community:

- 5.1 In order to maintain a direct link with key decision makers, 'Cabinet in the Community' is proposed to be retained as a regular feature, giving the opportunity for local people and agencies to raise local issues with the Council's Cabinet Team. It is expected that the Local Area Team would take account of the issues being raised through these routes when determining how best to prioritise their activity

6. Support to Ward Councillors

- 6.1 It is recognised that this new way of working will place additional responsibilities and demands on the individual ward Councillors. To support the transitional arrangements, Councillors will be given clear support and guidance on how the new arrangements may operate and encourage innovative approaches to the role.
- 6.2 In addition to the induction programme, all Members will be supported by:

- New guidance on the ward arrangements including organising community events and running meetings; promoting local engagement and communications; the new funding arrangements; and expectations on services in responding to Ward plans.
- Annually updated ward information packs covering profiles of each ward, key issues and strategic developments, and information on key service providers, external partners and Voluntary, Community and Faith organisations and forums operating in each ward.
- Direct engagement in consultation activity on specific service development activity directly impacting on their areas and notification of strategic plans and proposals affecting adjoining wards that Members may wish to discuss locally
- Publication of the schedule of ward events to discuss local issues and agree local priorities, as part of overall approaches designed to get closer and listen to communities, and strengthen the role of Elected Members as community leaders
- Councillors to be supported to use social media effectively to help them in their role as community leaders, and to aid communication and engagement with their communities and stakeholders.

7. Escalating Ward Issues:

- 7.1 It is proposed that the existing Community Assembly Chairs' Group is maintained. This will be chaired by the relevant Cabinet Member. Membership will include the chair of each Local Area Partnership and officers from the Local Area Team. This body will not hold any formal decision making powers. Lead Council Officers will also be invited to attend at the request of the chair.
- 7.2 It is recognised that from time to time there will be a need for ward councillors to escalate issues that require additional resources or a corporate response. In the first instance issues should be raised with the relevant member of the Local Area Team, Lead Council Officer and Local Area Partnership Chair. Ultimately it may be for the Cabinet Member for Communities and Inclusion to decide on the best course of action, but as a guide:
- Issues that are Area (rather than Ward) specific should be raised at the Local Area Partnership via the Lead Ward Councillor.
 - Issues of service delivery should be raised with the relevant Head of Service.
 - Issues of policy should be raised with the relevant Cabinet Member in accordance with the Leader's Scheme of Delegation.
 - Issues that are complex or require a 'whole Council' response should go to the Director of Community Services and the Cabinet Member for

Communities and Inclusion for consideration of how best to proceed, within the Council's governance arrangements.

- 7.3 Arrangements will be developed to ensure that issues of local concern influence the work programme of the Council's scrutiny arrangements.
- 7.4 It is recognised that with reduced resourcing some of the Councillor requests that were historically addressed by staff within Locality Management (particularly around case work, service requests/enquiries, meeting arranging) can no longer be provided at the same level. However, as with any transitional arrangement, expectations will need to be managed and priorities assessed. This will be an on-going process and discussion and will primarily take place through the Local Area Chairs' Group, to ensure consistency across the City.

8. Consultation

- 8.1 The Council has undertaken a 6 week consultation on these proposals. This has included public meetings in each of the seven areas, full information on the Council's website, an on-line survey, and an all-day summary event held at St Mary's Community Centre. The consultation closed on 3rd June 2013.
- 8.2 The consultation has told us that there were a range of views about the best way forward. However the largest number of respondents (90) thought the proposals were a reasonable way forward given the budget available (some with a few reservations). 69 responses were undecided or unspecified and 51 did not agree.

The majority of responses (109) were undecided or unspecified about whether the proposals took account of the varying needs of Sheffield's residents. 60 responses did not agree and 40 responses agreed.

A range of ideas and suggestions were received as part of the consultation.

- 8.3 The full consultation report is attached at Appendix B.

9. Financial Implications

- 9.1 The proposals are designed to meet the budget agreed by Full Council in March 2013, while providing ward members and communities with the support they need.
- 9.2 This represents a reduction from £2.6m in 2011/12 to £580k in 2012/13, which forms part of the Council's response to the need to reduce spending by £50m over the year.
- 9.3 The proposals in this report increase the budget for Local Area Partnership arrangements from £580k to £700k, increasing the number of officers from 6.5 to 9.5. This has been achieved by transferring in extra resources from the Cohesion, Migration and Safety Team. All resources are included in the Council's base budget for 2013/14.

10. HR Implications

10.1 The reduction in staffing will be managed within the Council's HR processes and procedures. Where possible, mitigation against redundancy will be put in place.

11. Legal Implications

11.1 The proposed arrangements set out in this report are designed to comply with the law relating to the delegation of powers to Members and Officers.

11.2 This report proposes that the Director of Community Services be given delegated power to allocate the ward fund. At this stage it is not known exactly how these funds will be applied. Therefore, the legal implications which arise from specific proposals will have to be addressed when specific proposals are formulated, in consultation with officers in Legal Services.

11.3 However, it is likely that in implementing the proposals reliance will be placed on the 'general power of competence' (the 'GPC') conferred on the Council by Section 1(1), Localism Act 2011. Section 1(1) provides that, "A local authority has power to do anything that individuals generally may do." This is clearly a very broad power. It is not, however, carte blanche for the Council to act in any way it pleases. As one example of this, Section 2(1) provides that, "If exercise of a pre-commencement power of a local authority is subject to restrictions, those restrictions apply also to exercise of the general power so far as it is overlapped by the pre-commencement power."

11.4 The procurement of any goods, works or services must be undertaken in accordance with all relevant provisions of Sheffield City Council's Constitution including the Council's Contracts Standing Orders and Financial Regulations and all applicable procurement rules.

11.5 In exercising their discretion, the Cabinet and Officers exercising delegated powers need to be mindful of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. This is the duty to have due regard to the need to:-

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This includes having due regard to the need to:-

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; and

- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.

Generally speaking Section 158 of the Act permits the Council to take positive action where this is a proportionate means of:-

- (a) enabling or encouraging persons who share a protected characteristic to overcome or minimise a disadvantage connected to that characteristic,
- (b) meeting the needs of persons who share a protected characteristic which are different from the needs of persons who do not share it, or
- (c) enabling or encouraging persons who share a protected characteristic to participate in an activity in which participation by persons sharing that characteristic is disproportionately low.

The protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

12. Equality Impact

12.1 An Equality Impact Assessment was completed as part of the Council's budget process. The proposals outlined will have a range of potential equality impacts due to the reduction in funding and support to Communities in Sheffield. However, the EIA and analysis of consultation findings does not suggest that the recommendations in this report should lead to any disproportionate negative or discriminatory impact on particular groups, as long as mitigating actions identified in the EIA are implemented.

12.2 Mitigating actions identified in the initial EIA included:

- on-going monitoring of the fund and priorities will be built into the process and will include equality information;
- each ward will have a profile completed to inform decision making that provides information about the demography and needs within each area;
- the work of Assembly Team members will be assessed during the process of transition to identify functions and roles that can either cease, be transferred to another party and alternative arrangements put in place.

12.2 Numbers of responses in the consultation from different equality groups do not provide any statistical certainty for analysis, however on the basis of responses provided it appears there is no significant difference in responses in terms of protected groups.

12.3 Some issues, concerns, and suggestions were highlighted by individuals and groups which relate to protected groups (for example about the accessibility/inclusivity of future models of engagement with the community and groups) but these do not suggest that the proposals would lead to any disproportionate negative or discriminatory impact on particular groups. Issues

that do arise will be addressed during implementation of the proposed model. Some community cohesion concerns/perceptions were also highlighted, which would need to be considered particularly as part of the communications about the new model.

13. Reasons for Recommendations:

The proposed model is recommended on the basis that it:

- targets support to communities where engagement and involvement is most needed and where capacity for self-support may be limited;
- develops the community leadership role of councillors in working with communities to support their interests;
- makes the ward and neighbourhood the focus of most activity rather than the much larger former Community Assembly area/meetings which few residents identified with, while acknowledging that some partnership working is required at a wider area level;
- would enable the ward pot arrangements to be up and running before the summer to ensure that the small investments that make a big difference can enhance provision during the summer holidays. These proposals would establish the Ward Pot guidance and decision making process as soon as possible;
- has taken into account the consultation and equalities impact assessment;
- is within the budget set by the Council.

Recommendations:

Cabinet is recommended to agree the proposals set out in this report and in particular:-

- (a) to agree the creation of a Ward Pot Budget of £300,000 to be allocated between the City's 28 electoral wards as described in paragraph 3.3;
- (b) to note that the appointment of the Lead Ward Member for each ward and their resulting appointments to sit on an appropriate Local Area Partnership, will be matters for the Full Council to determine, and that the Council has now appointed the 7 Local Area Partnership Chairs;
- (c) to recommend to the Council that, in view of the role profile attached to the report now submitted, it confirms that the role of Local Area Partnership Chair be established with a Special Responsibility Allowance included in the new Band C (old Band B2) of Schedule 1 to its Members' Allowances Scheme, and that the payment of this allowance be backdated to 16th May 2013 in recognition that the Chairs have been operating in shadow form since that date, helping to lay the foundations for the new ways of locality working;

- (d) to request the Chief Executive:-
 - (i) to establish a pool of 14 senior officers and allocate them to an area/s to support the work of the elected ward members and the work of each Local Area Partnership;
- (e) to authorise the Director of Community Services:-
 - (i) to determine how the Ward Pot Budget for each ward is spent, subject to the proviso that this authority must be exercised in close consultation with all the elected Members for the ward concerned with a view to wherever possible achieving consensus over the use of funds, and to determine the terms on which such expenditure is incurred including authorising the completion of any related funding agreement or other legal documentation, subject to compliance with Contracts Standing Orders and Financial Regulations;
 - (ii) to determine the composition of and settle the terms of reference and rules of procedure for the Local Area Partnerships, in consultation with the Cabinet Member for Communities and Inclusion;
 - (iii) to agree the detailed arrangements for the Local Area Team, subject to Council policies and procedures and due consideration of the outcome of any related consultations, and provided the arrangements are within the maximum available initial budget;
- (f) to request the Chief Executive to make appropriate arrangements, in consultation with the Chair of the Scrutiny Management Committee and the Chair of the LAP Chairs' group [or whatever it's called], to facilitate the consideration of issues of local concern through the Council's scrutiny arrangements.

Terms used in this report:

Local Area Partnership: The partnership that covers an area of 4 Wards

Local Area Partnership Chair: The elected Member selected by Council to Chair this meeting.

The Lead Ward Councillor: The elected Member selected to represent the Ward on the Local Area Partnership.

Lead Council Officer: One of 14 senior officers of the Council selected to support the Ward Councillors and Local Area Partnerships.

Ward Pot: The amount allocated to each Ward from the over allocation of £300,000.

APPENDIX A

Role of Local Area Partnership Chair

1. Background:

Within the emerging operating framework there are new roles for a Local Area Partnership Chair and Lead Council Officer. Outlined in this briefing are potential role profiles for the functions.

2. Local Area Partnership Chair: Draft role profile

2.1 Role and responsibilities of the Local Area Partnership Chair (7 in total)

The Lead Area Member will be appointed at Annual Council and have the key roles of:

- Chairing the Local Area Partnership and other meetings supporting the decision making process
- Owning a Local Area Plan on behalf of the Partnership
- Representing the Local Area Partnership
- Supporting the enhanced role of Ward Councillors.

2.2 The Chair will be expected to encourage and support the active participation of Ward Councillors on the Local Area Partnership, local residents and key partners, in all elements of the work of the Elected Members, including:

- Establishment and future development of the Local Area Partnership
- Preparation, agreement, implementation, and monitoring of an Area Plan
- Identifying and implementing approaches to effective Community involvement
- Influencing service delivery at a local level.
- Ensuring the Local Area Partnership operates in a manner that effectively represents the interests of the wider local community
- Liaising with the Local Area Team and Lead Officers to plan and co-ordinate the Local Area Partnership work programme and forward plan.
- Proactively liaising with Council Officers and partners/agencies to achieve the objectives of the Area Plan and ensure that the outcomes are delivered and funding decisions are consistent with any statutory, funding or other requirements, including the Council's Constitution, Financial Framework, Standing Orders and Commissioning and Procurement Guidelines.
- Ensuring that the Local Area Partnership works effectively with service providers to ensure the provision of services that meet local needs.
- Contributing to a combined periodic report on progress, setting out the Local Area Partnership's achievements to the Council and partners as required.
- The Lead Elected Member will have the key role of representing the Council in all dealings with the public, media and other bodies in respect of the work of the Local Area Partnership. This will involve:
- Representing the views of the Local Area Partnership based on decisions made and views expressed at relevant meetings and forums
- Representing the interests of the Local Ward Members and local community through two way communication with the Council and other key decision makers. This includes exercising rights:

- to put views and recommendations to Cabinet on issues of strategy and policy
- to draw matters to the attention of a Scrutiny and Policy Board
- to draw matters to the attention of the Chief Executive or relevant Executive Director
- representing the Local Area Partnership at events across the area as appropriate, cross area co-ordinating arrangements, city-wide events, and meetings with neighbouring Ward Members and Area Partnerships.

2.3 Chairing Local Area Partnership Meetings

The Local Area Partnership Meetings will involve three Lead Ward Members from the other 3 Wards in each Area, representatives from the Local VCF sector and public sector and private sector partners as appropriate . There will be a minimum of three meetings a year based around the requirements of the Area Plan. These meetings can use a structure relevant to the work of the Partnership. Some may be held in public as Q&A sessions or discussion forums, others may be held in private to explore key issues affecting the local area.

At these meetings, the Chair will oversee:

- a) agreeing and checking delivery of the Area Plan including assessing quantitative and qualitative information
- b) directing how local services should be delivered to achieve improvements
- d) considering and expressing views on what services and partners are asking the Local Area Partnership
- e) exploring and informing major council and partner activity such as new developments, regeneration schemes or service redesign
- f) considering issues arising from Ward Members that require direction and action.
- g) elevating issues to the Council for additional resourcing and prioritisation

2.4 Support

The Local Area Partnership Chair will be supported by:

- the Local Area Team who will advise on all agreed agenda items
- the Lead Council Officer who will advise on issues concerning Council policy and protocols and governance standards (including standing orders)
- the Local Area Partnership Chairs Group that will meet monthly, chaired by the lead Cabinet Member to discuss the operation of the Local Area Partnerships across the City and explore cross area boundary issues.

3. **Lead Council Officer (formerly Lead Director) – Draft Job Profile**

The Lead Council Officers (14 in total) will be selected by the Executive Management Team.

They will be at Director or Head of Service Level (AD level).

They will cover between 1-3 Wards depending upon the comparative priority of each Ward (i.e. Wards that are seen as high priority because of need may have a dedicated Lead Council Officer, Wards with less pressing issues may share a Lead Council Officer with up-to 3 Wards).

They will support the Ward Members in:

- Identifying 3 Priorities for the Ward
- Providing advice and guidance on the workings of the Council and managing case work
- Being the first point of contact for addressing issues and problems that require advice and guidance
- Reporting on progress and issues for resolution
- Managing difficult situations, conflict and problem solving.

They will also:

- Represent the Council on the Local Area Partnerships
- Support the Local Action Partnership Chair on performing their function and role (see Draft Role Profile) for
- Promote joined up action at the Area and Ward level
- Help develop the Area Plans and report on progress
- Advise on appropriate courses of action and options in terms of addressing priorities within the area.
- Problem solve
- Ensure that the Local Area Partnership is fit for purpose and has clear aims, objectives and representation from the key stakeholders, including the Local VCF sector and community advocates.

They will receive administrative officer support from the Local Area Team (named officer) and the Head of Locality Management.

Vince Roberts – Head of Locality Management
12.3.13

Appendix E

MEMBERSHIPS OF CABINET, COMMITTEES AND OTHER BODIES 2013/14 As at 4th September 2013

Title/Post	Labour	Liberal Democrat	Green/Other
Cabinet:-			
Portfolio:-			
Leader	Cllr Julie Dore		
Finance and Resources (includes budgetary responsibility, purchasing and contracting, property and South Yorkshire Laboratory)	Cllr Bryan Lodge		
Homes and Neighbourhoods (includes deputy leader responsibilities, housing and safer communities)	Cllr Harry Harpham (Deputy Leader)		
Children, Young People and Families (includes education, safeguarding and adult education)	Cllr Jackie Drayton		
Business, Skills and Development (including transport) (includes tourism, planning and development, economic development, consumer protection, transport and road safety)	Cllr Leigh Bramall		
Health, Care and Independent Living (includes adult social care)	Cllr Mary Lea		
Culture, Sport and Leisure (including parks) (includes parks and open spaces,	Cllr Isobel Bowler		

<p>cultural services and sport services)</p> <p>Communities and Inclusion (includes libraries and Community Assemblies)</p> <p>Environment, Recycling and Streetscene (includes environment and regulatory services, waste management and streetscene and highways)</p>	<p>Cllr Mazher Iqbal</p> <p>Cllr Jack Scott</p>		
<p>Cabinet Highways Committee</p> <p><i>Cabinet Highways Committee Substitute Members:-</i></p>	<p>Cllrs Leigh Bramall (Chair), Isobel Bowler, Harry Harpham and Bryan Lodge</p> <p>Councillors Julie Dore, Jackie Drayton, Mazher Iqbal, Mary Lea and Jack Scott</p>		
<p>Spokespersons (Shadow Cabinet):-</p> <p>Portfolio:-</p> <p>Leader</p> <p>Finance and Resources</p> <p>Homes and Neighbourhoods</p> <p>Children, Young People and Families</p> <p>Business, Skills and Development (including Transport)</p> <p>Health, Care and Independent Living</p>		<p>Cllr Shaffaq Mohammed</p> <p>Cllr Andrew Sangar</p> <p>Cllr Penny Baker</p> <p>Cllr Colin Ross (Deputy Leader)</p> <p>Cllr Ian Auckland</p> <p>Cllr Roger Davison</p>	

Culture, Sport and Leisure (including Parks)		Cllr Alison Brelsford	
Communities and Inclusion		Cllr David Baker	
Environment, Recycling and Streetscene		Cllr Joe Otten	
Cabinet Advisers:-			
Finance and Resources	Cllr Ian Saunders		
Business, Skills and Development (including Transport)	Cllr Chris Rosling-Josephs		
Homes and Neighbourhoods	Cllr Tony Damms		
Children, Young People and Families	Cllr Denise Fox		
Health, Care and Independent Living	Cllrs Jenny Armstrong and Ben Curran		
Culture, Sport and Leisure (including Parks)	Cllr David Barker		
Communities and Inclusion	Cllrs Karen McGowan and Geoff Smith		
Environment, Recycling and Streetscene	Councillor Nikki Bond		
Scrutiny and Policy Development Committees:-			
(1) Children, Young People and Family Support	Cllrs Gill Furniss (Chair), Talib Hussain, Mohammad Maroof, Lynn Rooney, Karen McGowan, Helen Mirfin-Boukouris, Ian Saunders, Nikki Sharpe and Stuart Wattam	Cllrs Colin Ross, Andrew Sangar (Deputy Chair), Diana Stimely and Cliff Woodcraft	Jules Jones (Parent Governor Representative - to 31/7/15), Gillian Foster, Joan Stratford (Diocese Reps) Alison Warner (School Governor Representative)

(2) Economic and Environmental Wellbeing	Cllrs Jayne Dunn, Terry Fox, Ibrar Hussain, Steve Jones, George Lindars-Hammond, Alf Meade, Cate McDonald (Chair), Tim Rippon and Steve Wilson	Cllrs Ian Auckland (Deputy Chair), Trevor Bagshaw, Alison Brelsford and Joe Otten	
(3) Healthier Communities & Adult Social Care	Cllrs Janet Bragg, John Campbell, Tony Downing, Adam Hurst, Martin Lawton, Mick Rooney (Chair), Jackie Satur, Garry Weatherall and Joyce Wright	Cllrs Sue Alston, Katie Condliffe, Roger Davison (Deputy Chair) and Diana Stimely	Alice Riddell, Helen Rowe and Anne Ashby (Link Representatives) (Observers)
(4) Safer and Stronger Communities	Cllrs David Barker, Sheila Constance, Richard Crowther, Denise Fox, Qurban Hussain, Sioned-Mair Richards, Roy Munn, Chris Weldon (Chair) and Phillip Wood	Cllrs Penny Baker (Deputy Chair), Simon Clement-Jones and Rob Frost	Cllr Rob Murphy
(5) Overview & Scrutiny Management Committee (Chair = Lead Member for Scrutiny)	Cllrs Gill Furniss, Cate McDonald, Mick Rooney and Chris Weldon (Chair)	Cllrs Ian Auckland, Penny Baker, Roger Davison and Andrew Sangar	
<i>Scrutiny Committee Substitute Members:-</i>	Cllrs John Campbell, Martin Lawton, Pat Midgley, Clive Skelton and Geoff Smith	Cllrs Andrew Sangar, Rob Frost, Keith Hill, Denise Reaney and Diana Stimely	Cllr Jillian Creasy

Statutory/Regulatory/Council Committees:-			
Planning and Highways Committee:-	Cllrs Janet Bragg, Tony Downing, Jayne Dunn, Ibrar Hussain, Bob Johnson, Alan Law (Chair), Peter Price, Peter Rippon, Joyce Wright and Garry Weatherall	Cllrs Trevor Bagshaw, David Baker and Bob McCann	
<i>Planning and Highways Committee Substitute Members:-</i>	Cllrs Tony Damms, Talib Hussain, Mohammad Maroof, Roy Munn and Ian Saunders	Cllrs Ian Auckland, Penny Baker, Roger Davison, Joe Otten and Andrew Sangar	
Licensing Committee	Cllrs Jenny Armstrong, David Barker, Nikki Bond, Neale Gibson, Adam Hurst, George Lindars-Hammond, John Robson (Chair), Nikki Sharpe, Clive Skelton (Deputy Chair), Stuart Wattam and Joyce Wright	Cllrs Roger Davison, Denise Reaney and Cliff Woodcraft	Cllr Jillian Creasy
Audit Committee	Cllrs Martin Lawton, Ray Satur (Chair), Helen Mirfin-Boukouris and Steve Jones	Cllrs Anders Hanson and Joe Otten	Beryl Seaman and Rick Plews (Independent Co-optees) (Until 19 th May 2015)

<p>Admissions Committee</p> <p><i>(Substitute Members to be appointed by the Chief Executive in consultation with the relevant Cabinet Portfolio Member or Opposition Spokesperson, as appropriate)</i></p>	<p>Cllrs Chris Rosling-Josephs (Chair), Talib Hussain, Martin Lawton, Ian Saunders, Clive Skelton and Nikki Sharpe</p>	<p>Cllr Andrew Sangar</p>	
<p>Senior Officer Employment Committee</p>	<p>Cllrs Julie Dore (Chair), Harry Harpham, Leigh Bramall, Isobel Bowler, Jackie Drayton, Mazher Iqbal, Mary Lea, Bryan Lodge and Jack Scott, (3) vacancies</p>	<p>Councillors David Baker, Shaffaq Mohammed and Colin Ross</p>	
<p>Appeals and Collective Disputes Committee</p>	<p>Cllrs Terry Fox (Chair), Denise Fox, Neale Gibson, Cate McDonald, Pat Midgley, Nikki Sharpe and Geoff Smith, (4) vacancies</p>	<p>Cllrs David Baker, Bob McCann, Denise Reaney</p>	<p>Cllr Jillian Creasy</p>
<p>Standards Committee</p>	<p>Cllrs Alan Law, Bryan Lodge (Chair), Pat Midgley, Peter Price and Clive Skelton</p>	<p>Cllrs David Baker, Penny Baker and Roger Davison</p>	<p>John Atkinson, Alan Casbolt and Edward Fleming (Independent co-optees) and 1 Parish Council co-optee (to be selected for each meeting from a pool of 3 nominees)</p>

Standards Committee Substitute Members	Cllrs Talib Hussain and Peter Rippon	Cllrs Ian Auckland and Colin Ross	
Health and Wellbeing Board	Cllrs Julie Dore, Jackie Drayton, Harry Harpham and Mary Lea		
Independent Remuneration Panel			Abtisam Mohammed (to 6/2/14), David Baldwin (to 6/2/15), Lynda Hixman (to 6/2/15) and Mark Power (to 6/2/17)
Other Council Panels:-			
Complaints Review Panel			1 independent Chair and 2 further independent members
School Admissions Forum	Cllr Ian Saunders, (2) vacancies	Cllr Keith Hill	
Standing Advisory Council for Religious Education	Cllr Martin Lawton	Cllr Cliff Woodcraft	
Local Area Partnership Chair's			
North East	Cllr Peter Price		

East	Cllr Pat Midgley		
South East	Cllr Ray Satur		
Central	Cllr Neale Gibson		
North	Cllr Garry Weatherall		
South	Cllr Steve Jones		
South West		Cllr Andrew Sangar	
Local Area Partnership Chair's Group	Cllrs Mazher Iqbal, Peter Price, Pat Midgley, Ray Satur, Neale Gibson, Garry Weatherall and Steve Jones	Cllr Andrew Sangar	
Local Area Partnership Lead Ward Members:-			
Arbourthorne	Cllr John Robson		
Beauchief and Greenhill	Cllr Clive Skelton		
Beighton	Cllr Ian Saunders		
Birley	Cllr Karen McGowan		
Broomhill	Cllr Jayne Dunn		
Burngreave	Cllr Talib Hussain		
Central			Cllr Robert Murphy
Crookes		Cllr Rob Frost	
Darnall	Cllr Mary Lea		
Dore and Totley		Cllr Colin Ross	
East Ecclesfield	Cllr Garry Weatherall		
Ecclesall		Cllr Diana Stimely	

Firth Park	Cllr Chris Weldon		
Fulwood		Cllr Andrew Sangar	
Gleadless Valley	Cllr Steve Jones		
Graves Park		Cllr Ian Auckland	
Hillsborough	Cllr George Lindars-Hammond		
Manor Castle	Cllr Pat Midgley		
Mosborough	Cllr David Barker		
Nether Edge	Cllr Nikki Bond		
Richmond	Cllr Martin Lawton		
Shiregreen and Brightside	Cllr Peter Price		
Southey	Cllr Gill Furniss		
Stannington		Cllr David Baker	
Stocksbridge and Upper Don	Cllr Phillip Wood		
Walkley	Cllr Neale Gibson		
West Ecclesfield	Cllr Adam Hurst		
Woodhouse	Cllr Ray Satur		
Champions:- Older People's Sexual Health Younger People's	Cllr Peter Price Cllr Jenny Armstrong Cllr George Lindars-Hammond		
Access Liaison Group	Cllrs Jenny Armstrong, Tony Downing and Clive Skelton	Cllr Denise Reaney	

Adoptions and Fostering Panel	Cllr Nikki Sharpe, (2) vacancies	Cllrs Alison Brelsford and Diana Stimely, (1) vacancy	
Allotments and Leisure Gardens Advisory Group	Cllrs Tony Downing, Martin Lawton and Jack Scott	Cllr Keith Hill	Cllr Jillian Creasy
Corporate Joint Committee with Trade Unions	Cllrs Julie Dore, Isobel Bowler, Leigh Bramall, Jackie Drayton, Harry Harpham, Mazher Iqbal, Mary Lea, Ian Saunders and Jack Scott		
Corporate Members Group	Cllrs Julie Dore, Harry Harpham and Pat Midgley, (1) vacancy	Cllrs Penny Baker, Shaffaq Mohammed and Colin Ross	(1) vacancy
Corporate Parenting Board	Cllrs Denise Fox, Jackie Drayton, Sioned Mair- Richards, Lynn Rooney and Nikki Sharpe	Cllrs Sue Alston and Penny Baker	
Cycle Forum	Cllr Peter Price	Cllr Ian Auckland	(1) vacancy
Portfolio Joint Consultative Committees:- <i>Chief Executive's</i> <i>Communities</i> <i>Place</i> <i>Children, Young People and Families</i>	Cllr Harry Harpham Cllr Mazher Iqbal Cllr Leigh Bramall Cllr Jackie Drayton		

Resources	Cllr Ian Saunders		
Disabled Persons Housing Strategy Monitoring and Scrutiny Group	Cllrs Ben Curran and Tony Damms	Cllr Penny Baker	
Emergency Planning Shared Services Joint Committee	Cllrs Bryan Lodge and Jack Scott		
Environmental Performance Working Party	Cllrs Nikki Bond, Martin Lawton and Alf Meade, (1) vacancy	Cllrs David Baker and Joe Otten	(1) vacancy
Fairer Charging Commission	Cllrs Jenny Armstrong and Mary Lea	Cllr Denise Reaney	
Fairtrade Working Group	(1) vacancy	Cllr Katie Condliffe	(1) vacancy
Information Services Steering Group	Cllrs Jayne Dunn, Neale Gibson, Martin Lawton, Ian Saunders and Stuart Wattam	Cllrs Simon Clement-Jones and Joe Otten	
Member Development Cross Party Working Group	Cllrs Richard Crowther, Gill Furniss, Cate McDonald, Pat Midgley and Geoff Smith	Cllrs Rob Frost and Diana Stimely	(1) vacancy
Monitoring and Advisory Board (Adult Services)	Cllrs Mary Lea, Peter Rippon and Clive Skelton	Cllr Denise Reaney	
Motorists Forum	Cllr Leigh Bramall	Cllr Ian Aucklandf	
Planning Committee Advisory Group	Cllrs Isobel Bowler, Leigh Bramall, Tony Downing, Alan Law and Chris Rosling-Josephs	Cllrs Trevor Bagshaw and Penny Baker	(1) vacancy

Planning Policy Advisory Group	Cllrs Isobel Bowler, Leigh Bramall, Tony Downing, Alan Law and Chris Rosling-Josephs, (1) vacancy	Cllrs Trevor Bagshaw, Katie Condliffe and Bob McCann	(1) vacancy
Policy Working Group (Labour)	All Members of the Group		
Policy Working Group (Liberal Democrat)		All Members of the Group	
Policy Working Group (Green)			All Members of the Green Group
Sheffield Conservation Advisory Group	Cllr Adam Hurst	Cllr Penny Baker	
Sheffield Homes Board of Directors	Cllrs Tony Damms and Karen McGowan		
Sheffield Homes Local Area Boards:-			
Central Area Board	(2) vacancies		
East Area Board	Cllrs Ibrar Hussain and Sheila Constance		
North Area Board	Cllrs Alan Law and Garry Weatherall		
North West Area Board	Cllrs Richard Crowther and Bob Johnson		
South East Area Board	Cllrs Denise Fox and Chris Rosling-Josephs		
South West Area Board	Cllr Roy Munn	Cllr Denise Reaney	

Walking Forum	Cllr Peter Price	Cllr Trevor Bagshaw	
Joint Bodies (no. of places):-			
South Yorkshire Joint Authorities:-			
<i>Fire and Rescue (5)</i>	Cllrs Terry Fox, Ibrar Hussain, Sioned-Mair Richards and Jackie Satur	Cllr Colin Ross	
<i>Integrated Transport (5)</i>	Cllrs Leigh Bramall, Jayne Dunn, Bob Johnson and Tim Rippon	Cllr Ian Auckland	
<i>Pensions (5)</i>	Cllrs John Campbell, Martin Lawton and Lynn Rooney	Cllrs David Baker and Andrew Sangar	
<i>South Yorkshire Police and Crime Panel (4)</i>	Cllrs Harry Harpham, Talib Hussain and Helen Mirfin-Boukouris	Cllr Roger Davison	
Shadow Sheffield City Region Authority	Cllr Julie Dore		

Other External Organisations (number of places)			
Charities/Educational Foundations:-			
Anne Reresby Trust, High Green (1)	Cllr Phillip Wood		
Church Burgess (1)	Cllr John Campbell		

The Bradfield Feoffee Educational Foundation Charity (1)	Cllr Janet Bragg		
Norton Educational Foundation and Non-Educational Trusts (2)	Cllr Martin Lawton	Cllr Ian Auckland	Rev. Joy Adams, Mrs Beverley Ashmore and Mr. Phillip Shaddock
Poors Land (Ecclesall Bierlow Charity) (2)	Cllr Peter Price	Cllr Roger Davison	Mr. John Neil and Mr. Mike Pye
Beighton Relief in Need Charity (1)	Cllr Ian Saunders		
ACIS Local Management Committee (2)	Councillors Jenny Armstrong and Martin Lawton		
Chevin Housing Board (2)	Cllrs Bob Johnson and Pat Midgley		
Countryside and Rights of Way Act 2000 – Local Access Forum (2)	Cllr Peter Price	Cllr Trevor Bagshaw	
Creative Sheffield Board (1)	Cllr Leigh Bramall		
Duke of Edinburgh's Award Scheme – Sheffield Council (2)	Cllrs Alan Law and George Lindars-Hammond		
Emergency Planning Shared Services Joint Committee (2) (appointments made by the Executive Leader)	Cllr Jack Scott		
Environment Agency – Yorkshire Regional Flood Defence Committee (1)	Cllr Jack Scott		
Great Places Housing Group (2)	Cllrs Pat Midgley and Jackie Satur		
Groundwork Sheffield Trust (2)	Cllr Martin Lawton	Cllr Ian Auckland	
Joint Advisory Committee for the South Yorkshire Archaeology Service (2)	Cllr David Barker	Cllr Trevor Bagshaw	

Learning Disabilities Partnership Board (2)	Cllr Mary Lea	Cllr Diana Stimely	
Local Enterprise Partnership (1)	Cllr Julie Dore		
Local Government Association:-			
General Assembly (2)	Cllr Harry Harpham	Cllr Colin Ross	
Rural Commission (2)	Cllr Tony Damms	Cllr Trevor Bagshaw	
Urban Commission (2)	Cllr Harry Harpham	Cllr Roger Davison	
Local Government Yorkshire and Humber Employers Committee (1)	Cllr Harry Harpham		
Longley Park Sixth Form College (1)	Cllr Alan Law		
Manor and Castle Development Trust (2)	Cllrs Martin Lawton and Pat Midgley		
Mental Health Partnership Board (2)	Cllr Ben Curran	Cllr Diana Stimely	
National Coal Mining Museum for England – Liaison Committee (1)			
Parking and Traffic Regulations Outside London (PATROL) Joint Committee (1)	Cllr Leigh Bramall		
Parkwood Landfill Liaison Group (4)	Cllrs Jackie Drayton, Ibrar Hussain and Talib Hussain	Cllr Trevor Bagshaw	
Peak District National Park Planning Authority (1)	Cllr Peter Rippon		
Reserve and Cadet Forces	Cllr Clive Skelton		

Association – Yorkshire and Humber (1)			
Seven Hills Leisure Trust (1)	Cllr David Barker		
Sheffield City Trust Group Finances and General Purposes Committee (1)	Cllr Neale Gibson		
Sheffield Adult Safeguarding Partnership (SASP) Board (1)	Cllr Mary Lea		
Sheffield Business Adviser Panel (2)	Cllrs Julie Dore and Leigh Bramall		
Sheffield Carers and Young Carers Board (1)	Cllr Jenny Armstrong		
Sheffield City Trust (1) (1 Member observer)	Cllr David Barker		
Sheffield Clean Air Partnership (2)		Cllr Ian Auckland	
Sheffield Compact (1)			
Sheffield Executive Board (1)	Cllr Julie Dore		
Sheffield 0-19+ Partnership Board (2)	Cllr Jackie Drayton	Cllr Colin Ross	
Sheffield 0-19+ Executive Board (1)	Cllr Jackie Drayton		
Sheffield Galleries and Museums Trust – Directors and Members (3)	Cllrs Cate McDonald and Adam Hurst		Mr Michael Day
Sheffield Health and Social Care Foundation Trust - Council of Governors (3)	Cllrs Jenny Armstrong and Clive Skelton	Cllr Roger Davison	
Sheffield Teaching Hospitals NHS Foundation Trust (1)	Cllr Ben Curran		
Sheffield Industrial Museums Trust – Directors and Members (3)	Cllrs Nikki Sharpe and Geoff Smith Vivian Kenneth		

	Lockwood		
Sheffield International Venues Ltd – Board of Directors (1)	Cllr Neale Gibson		
Sheffield Lyceum Trust Ltd – Directors and Members (3)	Cllrs Janet Bragg and Jackie Drayton		
Sheffield Media and Exhibition Centre Ltd – Directors and Members (2)	Cllrs Nikki Sharpe and Tim Rippon		
Sheffield Safer and Sustainable Communities Partnership (2)	Cllr Mazher Iqbal	Cllr Penny Baker	
Sheffield Tobacco Control Programme Accountable Board (2)	Cllr Clive Skelton	Cllr Andrew Sangar	
Sheffield Theatres Trust – Directors and Members (3)	Cllr Ben Curran Cllr Pat Midgley	Ms. Camilla Jordan	
Sanctuary Housing Local Board (2)	Cllrs Sioned-Mair Richards and Peter Rippon		
South East Sheffield Eco Advisory Group (formerly South East Sheffield Countryside Advisory Group) (1)	Cllr Ray Satur		
South Yorkshire Forest Partnership Steering Group (1)	Cllr Leigh Bramall		
South Yorkshire Joint Advisory Committee on Archives (2)	Cllr David Barker	Cllr Trevor Bagshaw	
South Yorkshire Leaders' Group (1)	Cllr Julie Dore		
South Yorkshire Passenger Transport Users' Advisory Group (1)	Cllr Chris Rosling-Josephs		

South Yorkshire Trading Standards Joint Committee (2 and 1 observer)	Cllr Chris Rosling-Josephs Cllr Stuart Wattam	Cllr Trevor Bagshaw	
Southey/Owlerton Area Regeneration Board (4)	Cllrs Tony Damms, Adam Hurst, Peter Price and Sioned-Mair Richards		
University Technical College Trust Board (1)	Cllr Jackie Drayton		
Upperthorpe and Netherthorpe Healthy Living Centre Trust (1)	Cllr Ben Curran		
Voluntary Action Sheffield (1)	Cllr Geoff Smith		
Welcome to Yorkshire Tourist Board (1)	Cllr Isobel Bowler		
Yorkshire Ambulance Service Trust (1)	Cllr Mary Lea		
Yorkshire and Humber Regional Migration Partnership (1)	Cllr Mazher Iqbal		
Yorkshire and Humber Grid for Learning Consortium Joint Committee	Cllr Ian Saunders		
Yorkshire and the Humber Tobacco Governance Board (1)	Cllr Clive Skelton		
University of Sheffield Enterprise Advisory Board (1)	Cllr Leigh Bramall		

MADE in Sheffield

– a deal for growth

Foreword

Sheffield City Region has the economic growth potential to lead a 21st Century UK export boom beyond the volatile EU market with a high skilled, modern manufacturing economy, combining digital innovation, world class expertise, academic research and a global brand.

We can make a significant contribution to an export-led, rebalanced UK economy by capitalising on our unique assets and heritage to realise the growth potential inherent in Sheffield City Region (SCR). As an engine of growth for the UK, we can deliver an upwards gear shift by supporting our key sectors with access to a **highly skilled** labour force in a **well-connected** economy where **investment is prioritised** on creating new growth opportunities.

This deal is a platform for growth and its consequent job creation. It represents a significant step in the decentralisation of the powers which city regions need to drive economic growth and rebalance the UK's economy. This deal enables Sheffield City Region to match the existing demand created by local businesses with a skilled workforce and well-connected infrastructure to help the City Region achieve its growth potential.

On behalf of Sheffield City Region, we are proud to endorse this deal which we believe initiates a new era of strong, progressive relations between Government and SCR based on mutual trust, empowerment and strong local leadership from the public and private sectors.

Cllr Julie Dore
Leader
Sheffield City Council

James Newman
Chair
Sheffield City Region LEP

Bigger, Better, Faster: key principles behind the SCR deal

- Agreeing a deal which is shaped by and enables the delivery of **our economic priorities**. This will not be devolution for devolution's sake, it will be for the sake of jobs and growth.
- **Building on our existing commitments, investments and priorities** to deliver a step change in the economic future of the City Region – in short, a 'bigger, better, faster' SCR economy.
- Agreeing a deal that is **unique to Sheffield City Region** – capitalising on the area's economic strengths, assets and expertise to play a greater role in rebalancing the national economy.
- Being **self-reliant** – agreeing a deal which **empowers** and **decentralises** responsibility to the political and private sector leadership of SCR. The time of grant funding and dependency on Government is over and our deal will enable SCR to find **creative solutions to local challenges**.

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1. Executive Summary

The Government is in the process of negotiating a series of tailored 'city deals' with the eight Core Cities that will enable them to drive local economic growth. The creation of the SCR Local Enterprise Partnership (SCRLEP) has been a dynamic innovation and we are now looking to strengthen the governance and leadership of the City Region through the development of a Combined Authority model, which will provide a robust and permanent structure on which Government can depend and work with in the long term to deliver greater decentralisation and economic prosperity.

In summary, the Sheffield City Region Deal will:

- Create a **demand-led skills system** which provides employers with a workforce able to meet their growth aspirations, and which secures significant new investment and engagement from employers in return.
- Strengthen SCR's self-reliance with the **Sheffield City Region Investment Framework (SCRIF)** providing **flexible financial tools to invest in growth**, develop infrastructure, create jobs and stimulate inward investment.
- Transform the commercial city centre with a £32.8m **New Development Deal** enabling the city to borrow against projected business rates in order to invest in infrastructure now.
- Establish **certainty on transport funding for 10 years** enabling SCR and the LEP to invest confidently in local connectivity priorities, not least ensuring **reliable access to the new HS2 station**. This will encompass **accelerated implementation** of essential projects such as tram-trains.
- Increase the efficiency of the SCR bus network through **devolving funding and commissioning for buses** and introducing **smart-ticketing**
- Develop a national **centre for procurement** based around SCR's Advanced Manufacturing and Nuclear Research Centres. This will speed up communication of demand for complex manufacturing products to innovators in the advanced manufacturing and nuclear industries.

The Sheffield City Region Leadership Executive Board (a precursor to the Combined Authority) and SCRLEP will be working with Government departments to implement these proposals in the coming months.

2. The Sheffield City Region Deal in context

2.1. Sheffield City Region's Economy

In Sheffield City Region (SCR) we are focused on creating a bigger, better, faster economy. The region has the economic growth potential to lead a 21st Century UK export boom beyond the volatile EU market with a high skilled, modern manufacturing economy, combining digital innovation and world class advanced manufacturing expertise. We can make a significant contribution to an export-led, rebalanced UK economy by capitalising on our unique assets and heritage to realise SCR's growth potential.

- Sheffield City Region has a population of over 1.7 million people with 7.6 million people living within a 35 mile radius of the City of Sheffield, connected by nationally important transport infrastructure including the M1 and cross-country rail links. Through the MADE in Sheffield brand, Sheffield is the only UK city whose name is a protected trademark.
- SCR is an area of national economic significance which generates over £25.7bn for the UK economy but could deliver an extra **68,000 jobs** and GVA of over **£29.7bn** by 2022. This will mean an additional net contribution of **£1464m** by 2022 and **£2924m** by 2030 for the Exchequer.^[1]
- The SCR grew on the back of the steel and coal industries and whilst manufacturing still accounts for £3.5m GVA, we now have a vibrant and diverse economy with major employers including HSBC, Boeing, Rolls Royce, Forgemasters, TATA Steel, Sky, PlusNet and BT.
- The world leading Advanced Manufacturing Research Centre (AMRC) and Nuclear Research Centre (NAMRC) is the future of advanced manufacturing and nuclear manufacturing industry in the UK. Driven by Boeing, Rolls-Royce and the University of Sheffield, the AMRC/NAMRC is already having a major impact on UK manufacturing, including producing parts for the new Boeing 787 Dreamliner aircraft and for Formula One racing.
- SCR is home to two world class universities bringing over 58,000 students into the city each year. The University of Sheffield is a world leading research university, one of the UK's Russell Group and the best performing university in Yorkshire.^[2] Sheffield Hallam University is the fourth largest university in the UK and its business-focused approach means it works with major industry leaders such as Sony, Microsoft, Cisco and BP.

SCR has managed comparatively well in the recession with our flexible SME-dominated economy able to adapt quickly in the turbulent circumstances. In 2011, the Chamber of Commerce reported a **25% increase in export documentation in Sheffield City Region**. Therefore, this is not about intervening to create supply-side pull to boost the SCR economy. SCR businesses have ensured that demand is in place: we now need to take this opportunity to ensure the economy is fully enabled to meet business demand by **maximising the skilled resource available** and **investing in essential infrastructure** to accelerate growth.

The public and private sectors in Sheffield City Region have forged a strong, progressive partnership focused on a shared vision of how to achieve the economic transformation SCR needs. **We understand exactly what drives our economy**, where it is strong and sustainable and where there are challenges which hold us back and reduce our contribution to UKPLC. We know that we can do more to pay our way and deliver the GVA and employment levels which can be achieved by Sheffield City Region.

^[1] Oxford Economics (2011) *Economic Projections for Core Cities (October 2011)*

^[2] Sunday Times University Guide 2012

2.2. Sheffield City Region's Governance

City deals offer devolution of powers and funding, dependant on city regions being able to demonstrate strong, accountable leadership. SCR are developing a Leaders' Executive Board for SCR¹ which will become **the SCR Combined Authority**. The SCR Leaders' have already agreed in May 2012 to commence the formal governance review required as the first step towards establishing a Combined Authority structure for the City Region. Dialogue has taken place between representatives from SCRLEP, South Yorkshire Passenger Transport Authority and officials from CLG, Cabinet Office & Department for Transport to consider what is needed for strong governance.

Subject to the formal governance review, our preference is to develop a **full Combined Authority on a SCRLEP geography** with all eight LA Leaders meeting regularly to take strategic decisions based on a common framework with agreed strategic priorities across the City Region. Single shared decisions will be taken on key issues that will be binding for all parties and remove the risk of delay. This robust approach will have public and private sector representation and is fully backed by all the Local Authorities within the City Region, building on our history of partnership working to deliver an important step change for SCR. While the design and working of this structure is being implemented, the Leaders and SCRLEP are developing a **Memorandum of Understanding** to facilitate clear and binding SCR level decisions.

We have a specific challenge due to the two-tier local authority structure in some of the key areas of our LEP geography. We are clear that these areas are a crucial part of the SCR functioning economic area but legislation restricts a legal resolution at present. We are committed to working productively with both Nottinghamshire and Derbyshire County Council (CCs) to progress this issue. **In the short term, it may necessary that decision making processes are structured in a way which meets the current legislative position** but we feel this should not exclude all elected SCRLEP Council Leaders from playing an active role in the future of the SCR economy.

Step 1: Leaders' Executive Board

- We have agreed to establish our SCR Leaders' Board with all eight SCR Council Leaders.
- The four South Yorkshire local authorities will form the legally recognised element of the Combined Authority which will become the Local Transport Body for South Yorkshire and will combine the responsibilities of the South Yorkshire Integrated Transport Authority (SYITA).
- The four district councils in SCR² will be invited to join as members and will play full, active roles in strategic decision making. The CA and the districts will seek to engage Nottinghamshire and Derbyshire County Councils to support action where beneficial to these districts or SCR as a whole.
- Private sector involvement, through the SCRLEP, will be fully considered

Step 2: development of the SCR Combined Authority

Our preference is to establish a Combined Authority for Sheffield City Region based on our agreed functioning economic area (LEP area). We will take immediate steps to operate in this way by:

- Collaborating on decision making with Nottinghamshire and Derbyshire CCs where appropriate and fully engaging the four districts in the functioning of the CA with the focus solely on delivering jobs and growth to Sheffield City Region.

¹ This leaders' board will be established under the provisions of the Local Democracy, Economic Development and Construction Act 2009

² Bassetlaw, Bolsover, Chesterfield and North East Derbyshire

- Establishing a formal process with Nottinghamshire and Derbyshire CCs and Government Departments to identify the strategic powers which must transfer to the South Yorkshire Combined Authority to enable the legal creation of an SCR Combined Authority across the full LEP area.

Step 3: SCR Combined Authority

- We would engage Government to legislate in order to establish a legally recognised Combined Authority for the whole of Sheffield City Region with integrated transport powers combined in the SCR geography.

2.3. Sheffield City Region’s Economic Strategy

Sheffield City Region’s LEP is one of the highest performing in the country, with a **private sector majority board**, a number of private sector-led sector groups and the recent registration of the SCRLEP as a company limited by guarantee.³ The establishment of the SCRLEP and Leaders’ Executive Board has further strengthened our track record of joint decision-making which we believe is a firm foundation on which to build an appropriate Combined Authority structure.

We have articulated a robust vision for growth which focuses on our key sectors of advanced manufacturing, healthcare technologies, low carbon industries and creative and digital technologies and sets out how we will capitalise on SCR’s key assets.⁴ We will and do deliver: we have established an Enterprise Zone around strategically important economic sites for the advanced manufacturing and technology sectors; we have overhauled and coordinated our approach to attracting inward investment and are innovating with recyclable investment funding mechanisms. This includes committing to our first wave of Growing Places Fund strategic investments in March 2012.

The economic strategy of the Sheffield City Region is clear – we will rebalance the economy and stimulate private sector job growth

Our vision is for the Sheffield City Region to make a greater contribution to the UK economy by having a local economy less dependent on the public sector, providing conditions for businesses to grow and by giving the nation its prime centre for advanced manufacturing and materials and low carbon industries.

We will achieve this by:

- Supporting existing businesses to increase their competitiveness, productivity, exports and innovation
- Making the SCR the area of choice for private sector investment and re-investment by promoting enterprise and harnessing economic opportunity
- Creating the workforce of tomorrow by developing an employer-led approach to delivering the skills the economy needs, with a focus on our key sectors

And our priorities are to:

- Support and develop the most important sectors with the greatest growth potential
- Create more jobs and tackle the causes of worklessness
- Accelerate rates of business start-ups and growth
- Raise skill levels and improve educational attainment
- Unlock the economic potential of key development areas
- Improve transport links
- Improve the housing offer and create attractive city and town centres
- Promotion and marketing of whole SCR

Note: for more detail see our LEP proposal <http://www.sheffieldcityregion.org.uk/general-documents>

Game-changing initiatives

In addition to our primary proposals, we are working to transform SCR’s economic future through our own private and public sectors. One such example is through **digital innovation**. With our leading private sector entrepreneurs, we are working to create **Cloud City Sheffield**, which has the potential to make a dramatic impact on the City Region’s economy. Building on our heritage for innovation, Cloud City Sheffield will make SCR the laboratory in which new public sector solutions, developed collaboratively with private sector and academic expertise, are trialled to improve the effectiveness and efficiency of public services.

Capitalising on the existing ubiquitous superfast broadband infrastructure in the sub-region along with our land, power and green energy resources, we **will leverage major private sector investment to develop the next generation of green datacentres** needed to deliver the Government’s Cloud Strategy and have already engaged a major Tier 1 datacentre provider. We are keen to develop a collaborative approach with Government to harness the shift to Cloud computing to drive innovation and new business opportunities in the UK.

³ SCR LEP <http://www.sheffieldcityregion.org.uk/lepboard>

⁴ SCR LEP Proposal (2010) <http://www.sheffieldcityregion.org.uk/general-documents>

3. Sheffield City Region's City Deal

Proposal 1: a City Region hard at work - skills

Sheffield City Region's future success will be based on its businesses' ability to compete with other cities in the UK, Europe and the rest of the world. To do this, SCR needs to have a competitive, connected economy based on its strengths in high value advanced manufacturing. It is essential that SCR has a highly skilled, productive workforce to achieve this potential.

However, despite significant Government investment over the last decade, **the existing workforce is not adequately skilled to take up new opportunities**, help drive productivity and increase SCR's employment base. Alongside this, SCR has a worrying skills gap emerging at technician level as an ageing workforce retires. This is of continuing concern considering the emerging economic opportunities in Sheffield City Region: we already know that 580 apprenticeships are required from major businesses located in the Sheffield City Region in the next 3 years, such as a minimum of 250 apprenticeships in Rolls Royce, 120 in Metskills, and 90 in Forgemasters and Tata respectively.

The proposition

We will create a skills system that is MADE in Sheffield and business-led, allowing for the staged implementation of a new skills model for apprenticeships and workforce training. We believe we can play the **key brokerage role necessary to stimulate businesses to invest in skills and to incentivise colleges and providers to respond quickly and flexibly** to the emerging skills needs of key sectors. We will support small businesses in SCR by **removing bureaucracy**. Those local authority areas that are ready to proceed (such as Sheffield and Doncaster) will do so with immediate effect, whilst sharing learning and allowing a consistent model to be rolled out across the whole of the functional economic area thereafter.

SCR asks Government to commit **£4m added value investment** to the City Region and to **channel £23.8m in existing adult training and apprenticeship resources**, which are already committed to funding skills provision, through a strong City Region public/private partnership. In return SCR will guarantee between **£6-£12 million of Local Authority** investment, and a minimum of **£37.5 million of employer investment**. The tripartite model will be **61% locally funded**.

Through this agreement, SCR will deliver **4,000 additional Apprenticeship** places and achievements, and **2,000 additional employees' up skilled** to meet current employer skills gaps over a three year period.

SCR recognises that the step change set out here will not be achieved without significant local effort. In addition to major local investment, SCR's offer includes creating a **Sheffield City Region Skills for Growth and Employment Partnership**, enabling business leaders, skills providers and local authorities to oversee the delivery of the deal, shape skills provision and offer challenge and support; and a commitment to develop and deliver an **SCR Investment Fund**, which will capture business rate uplift and has skills improvements as one of its principle objectives. To formalise the offer, **SCR will agree a three-year Skills for Growth and Employment Plan for SCR endorsed by BIS and SFA** - we will develop and deliver a **new model for employer-led apprenticeship and adult retraining for the SCR**.

Our proposal has two clear (but closely linked) elements. Firstly we will create an **SCR apprenticeship model** to tackle youth unemployment and provide young people with the opportunities to obtain the skills which will empower them to have prosperous futures in a high skilled SCR economy. **We have identified three opportunities which will create at least 4,000 additional apprenticeships that can be delivered within a three-year timeframe:**

- The creation of a **City Region Hub** based on learning from the successful Opportunity Sheffield brokerage model (developed using the City Skills Fund) which will include an **Apprenticeship Training Agency (ATA)**, using an existing, successful ATA provider with the expertise and track record to support SMEs that are initially unable to meet the cost or carry the risk of employing apprentices⁵ and sector-based **Group Training Associations (GTAs)** that are organised by employers and supported by colleges and providers where no single SME can afford to employ the apprentice full time
- an opportunity for local authorities and their partners to lever apprenticeships and other training through their procurement processes – Sheffield City Council has contractual agreements to create 176 apprenticeships in this way in the next three years
- a commitment by local authorities to support apprenticeships in the private and third sectors for young people who have been long-term NEET building on the Sheffield 100 programme where the City Council has met half the wage costs of 100 apprentices brokered with SMEs and with trainees drawn from this cohort.

This model will be supported by a **tripartite investment model for adult training. Alongside the additional 4,000 apprenticeships that this will buy, we will:**

- train 2,000 employees with the skills needed by SCR’s businesses over the next three years
- put employers in charge of shaping skills provision to meet SCR’s economic priorities and aspirations
- incentivise providers with a £1000 reward payment model to deliver training that meets employer demand.
- use the *Innovation Code* to deliver the bespoke provision that employers tell us they need to make SCR’s economy grow

The Deal adds value to existing skills investment through responding quickly and flexibly to business need for skills, raising skill levels and reducing youth unemployment.

MADE in Sheffield - The deal	
Offers	Asks
<p>Sheffield City Region’s offer is:</p> <ul style="list-style-type: none"> ● £37.5m of employer investment (through guaranteeing new apprenticeships and jobs) ● At least £6.5m of local authority investment (committed by Sheffield City Council) and to seek agreements with all local authorities in the City Region to more than double this amount over a three year period. ● Development of the SCR Investment Fund which 	<p>1. Government agrees a three-year, tripartite investment plan with SCR’s Skills and Employment Partnership that will set out joint investment (£44.4m of local public and private sector investment, and £23.8m of devolved funding and an additional £4m from Government) and provide City Region level governance and accountability to local employers and Government, working closely with F.E. providers.</p>

⁵ One such locally available ATA provider is *Vision* (an FE college in West Nottinghamshire) which has operated an ATA in the SCR area for some time and which has developed a model that has proved attractive to SMEs with the result that it has exceeded its apprentice recruitment target for sustainability by 200%.

will capture **business rate uplift** and target skills as a priority.

- The creation of a **Sheffield City Region Skills for Growth and Employment Partnership**. The Partnership will enable business leaders, skills providers and local authorities to oversee the delivery of the Deal, shape skills provision, address market failure and offer challenge and support.
- Build upon the **£600k investment** into apprentices by the City of Sheffield to develop a **SCR apprenticeship hub** which will tackle youth unemployment in the City Region.
- **£20k** funding from the National Apprenticeship Service (NAS) to develop a **clear, costed model** for the SCR apprenticeship hub
- Wider rollout of the *Made in Sheffield* skills programme – **4,000 apprentices** for the Sheffield City Region economy by 2015-16.
- Build upon the existing tried and tested ERDF-funded '**Opportunity Sheffield**' programme which proves our approach to working with SMEs results in a higher skilled workforce. Opportunity Sheffield has created **359 apprentices, engaged 2,700 Sheffield SMEs** in training needs assessments resulting in **fully employer-funded training for 2,022 existing employees** in the last year.
- Deliver SCRLEP-wide intelligence into skills gaps through a **£250k** Yorkshire and Humber study of business skill needs (will report by June 2012) and the SCR only research currently being undertaken by the LEP's sector groups.
- New **£18m**, 5000m² Advanced Manufacturing Institute Training Centre (AMI-TC) at the AMRC created by the University of Sheffield to deliver **250 new high-level apprentices** from 2014.
- Build upon the **£250k** annual investment in the 14-19s '*MADE in Sheffield*' curriculum by both the public and the Cutler's Company to develop

Subject to a detailed business case, Government will provide the Sheffield City Region with 23.8 million over three years to support their tripartite funding model which will deliver an additional 4000 apprentices 2000 additional qualifications in key sectors. Sheffield will be allocated £15 million for years one and two and subject to satisfactory progress each year a further £8.8 million in year three,

Subject to a detailed business case, BIS will also provide SCR with an additional 4 million to broker and support SME's to take on apprentices.

2. The Skills Funding Agency and Department for Business, Innovation and Skills agree to work with SCR to **agree joint collection and sharing of data on skills to build a strong evidence base in support of the SCR skills system** and its responsiveness to business needs.

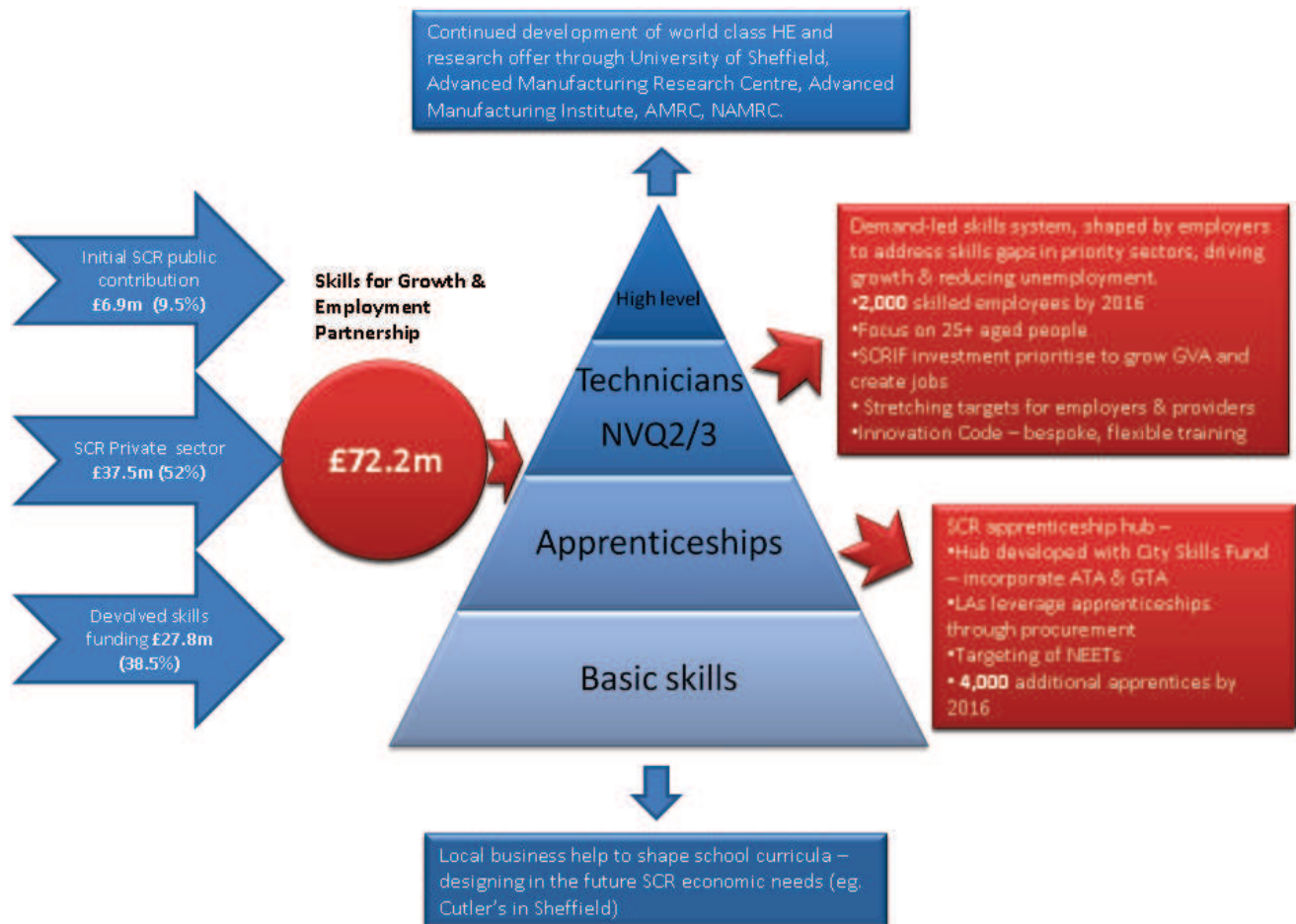
the courses delivered by FE sector providers.

- **University Technical College (UTC)** – a **£1.3m** commitment from the City of Sheffield to the SCR UTC & a new apprenticeship centre to be built on the Advanced Manufacturing Park

Impact

This is an opportunity to transform the delivery of skills in SCR. The SCR proposal is a major step change which will:

- Deliver **4,000 new apprenticeships** and **2,000 newly up-skilled employees** over the coming three years. These simply would not happen without the SCR city deal. 2,000 skilled people at NVQ3 is worth **over £100m GVA** for the SCR economy.
- Almost **triple Government's investment** with £37.5m of private sector investment and at least £6.5m of local authority investment over the next three years.
- Introduce a tripartite model which finally puts the **private sector in charge** of commissioning the skills provision they need to achieve their growth ambitions
- Creates a strong private/public **SCR Skills for Growth and Employment Partnership** which is committed to ensuring the outcomes are achieved



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Proposal 2: a self-reliant City Region – financial tools for growth

Sheffield City Region has a clear view on the future of financial investment to deliver growth: the era of Government grant dependency is over. Therefore we, as any aspiring and ambitious company would, want to have **freedom to use innovative financial tools** to borrow against our future growth potential and against the major returns our investments will deliver.

We know that in many cases, **we are more than capable of getting on and using these financial mechanisms without Government involvement**. That’s why we are establishing the Sheffield City Region Investment Fund (SCRIF) - a comprehensive approach with integrated strategy, investment, assessment and decision making. With a governance structure currently utilising the SCR Leaders’ Executive Board and SCRLEP, and then the SCR Combined Authority, we are confident that our approach is strong, accountable and sends a clear and powerful message as to how the City Region will achieves its goals. Various components make up the SCRIF which will collectively deliver a shared **investment programme of over £700m**.

In this context we are looking to secure flexibility in our **devolved transport funding** to create a wider £500m infrastructure fund and we have established a JESSICA turning £7m Growing Places Fund in a £20m recyclable investment fund. Sheffield City Council is creating a Sheffield Investment Fund of £30m backed by its assets and it is expected that the other SCR local authorities will match this approach. Sheffield City Council also intends to bring forward a series of city centre infrastructure investments estimated a cost of £63m through a combined Option 1 and 2 Tax Increment Finance (New Development Deal) mechanism to transform the city centre and, as a result, the City Region’s offer.

We are establishing mechanisms to invest in the economic needs of our area but Government can help in specific ways to make our investments bigger, better and go further faster.

MADE in Sheffield - The deal	
Offers	Asks
<p>Sheffield City Region’s offer is:</p> <p>Develop a governance structure to provide the necessary accountability for our financial proposals and the SCRIF. This will be through the Leaders’ Executive Board (followed by the Combined Authority) working with the SCRLEP ensuring economic outcomes are maximised. The HCA will have a formal role within this governance structure to reflect the importance of the joint investment plan.</p> <ul style="list-style-type: none"> • £20m created through a JESSICA fund using £7m of GPF and £13m ERDF⁶ • £30m Sheffield Investment Fund backed by the City Council’s assets⁷ and the potential for a 	<p>1. To fully endorse the development of the £700m Sheffield City Region Investment Fund (SCRIF).</p> <p>In the first instance this would involve supporting various elements of the SCRIF as outlined below. However, in the medium term it would be expected that Government would move to the provision of a single unringfenced capital pot to SCRIF as annual allocation providing flexibility and certainty to enable the delivery of economic growth rather than having to ‘hope’ to secure conditional funds through an uncertain bidding process (e.g. Regional Growth Fund) or on an ad hoc basis (e.g. Growing Places Fund).</p> <p>2. Approve the devolution of the major scheme</p>

⁶ HMT (2011) Autumn Statement 2011, p56, A32.

<p>further £30m to be provided from the other SCR Local Authorities.</p> <ul style="list-style-type: none"> • The creation of a £5.3m Housing and Transport fund by the LEP utilising Growing Places Fund represents the forerunner to the SCR Investment Fund (SCRIF) • £560k (funded by SYITA) development of an investment model to prioritise transport and wider infrastructure investment needs of the SCR area based on economic impact. • A minimum £300m investment from the private sector in fundamentally transforming the city centre offer making it fit for purpose in the 21st Century. Around £100m has already been invested in the scheme by Hammerson UK, Sheffield City Council and the HCA. <p>KPMG have estimated that SCR could develop a £500m infrastructure investment pot to invest in the area's economic infrastructure needs (based on the Greater Manchester model). The additional £200m from other funding sources. The SCR Investment Fund (SCRIF) would be overseen by the LEP's political and private-sector governance arrangements.</p> <p>SCC is prepared to take the risk of borrowing in the region of £63m to invest in its City Centre with repayment to be secured via uplift in business rates over a 25 year period and that investment in the New Retail Quarter will take place outside of a 18 'protected' New Development Deal that would come in to operation in 2020/21.</p>	<p>transport funding which will then form part of the £700m SCRIF approach to economic development for the City Region and commit to a funding line for 10 years (see transport proposals).</p> <p>3. A £32.8m city centre New Development Deal is supported with an 'up front' agreement from Government before 31st December 2012.</p> <p>Government to support a New Development Deal for investment in the development of a 'fit for purpose 21st Century city centre' where a mix of commercial activity will act as driver for a successful and sustainable city and regional economy. This New Development Deal infrastructure investment will be undertaken by SCC and local partners who will face the risk of borrowing and repaying the funds and as a result they do not need additional support from Government for this project.</p> <p>4. Government will approve SCR's JESSICA proposal as fast as possible whilst meeting the requirements of the European process</p> <p>5. Government will consider the SCR RGF3 bids and recognise their relation to the SCR City Deal. SCR has submitted an RGF bid which includes a c£15m bid to sit alongside the £20m JESSICA in order to support investment in economic infrastructure through the newly created Urban Development Fund. Subject to negotiations at EU level, the government commits to work with SCR to ensure that future structural fund spending is effectively aligned to enable use on Sheffield City Region's economic priorities.</p> <p>6. HCA to align its available portfolio of assets with SCRIF assets and investment as part of a joint investment plan to achieve SCRIF and Ministerial priorities. The joint investment plan will look at how receipts from HCA and SCRIF assets can be reinvested in the region.</p>
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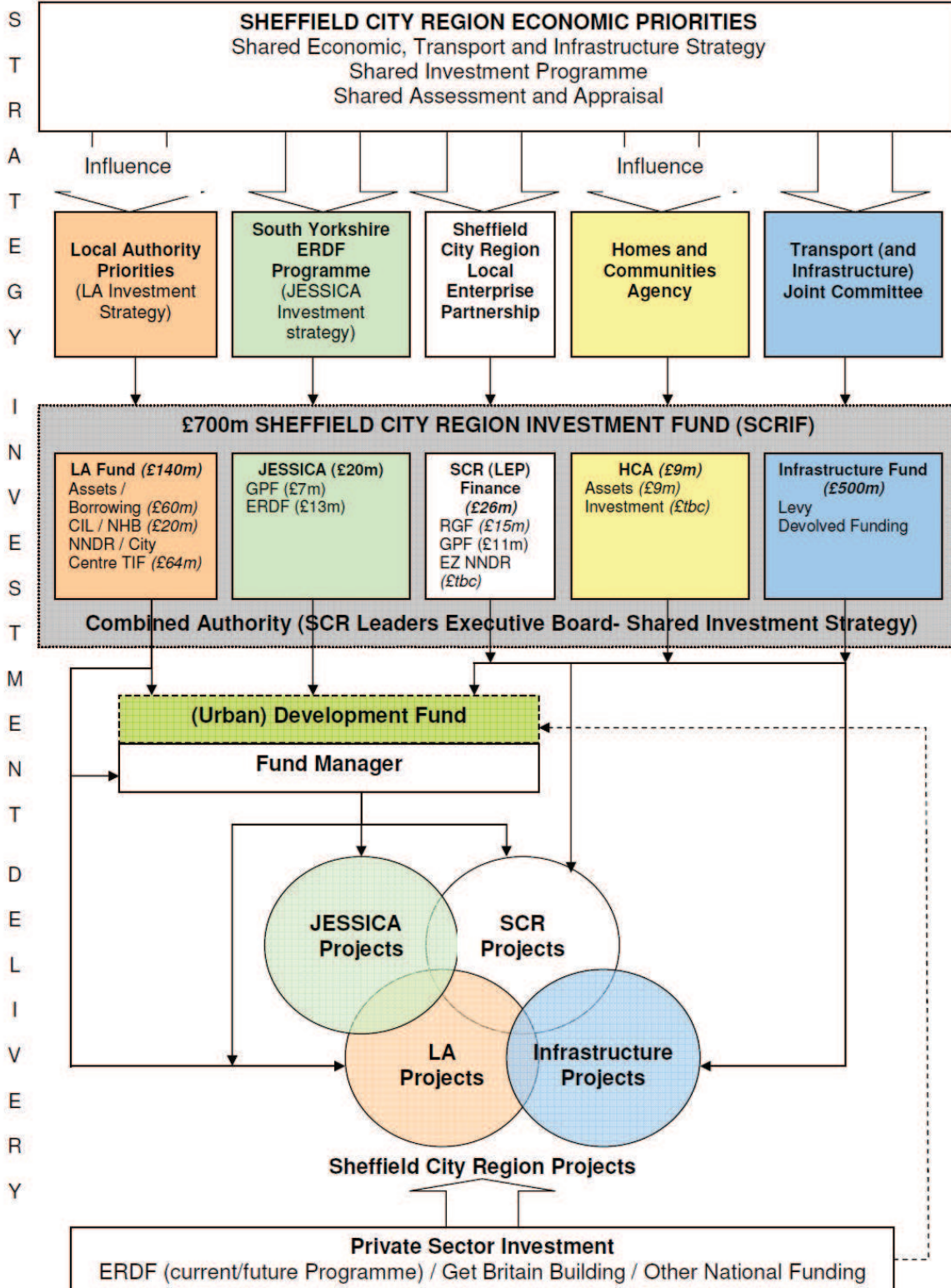
⁷ Approved by Sheffield City Council's Cabinet on 15th February 2012 – Capital Programme Budget Approval Report, paragraphs 16-18. <http://meetings.sheffield.gov.uk/council-meetings/cabinet/agendas-2012/agenda-15th-february-2012>

7. Subject to negotiations with the European Commission, the government commits to explore with Sheffield how locally managed ERDF and ESF programmes for appropriate priorities can be aligned to local economic priorities.

Impact

- Significantly **greater value from the money SCR have available**, in some cases doubling initial investments with funding from Europe but with an expectation of securing up to 4 times this amount with private sector finance in relation to commercial investments.
- Through the development of a robust investment model, we will be able to utilise the innovative resources (both recyclable and grant) to invest in economic infrastructure priorities, unlocking key growth sites and supporting business development.
- Our SCRIF (see our [transport ask](#)) has the ability to generate in the region of £500m investable funds over the next 25 years and we are developing other funding initiatives to increase this to in excess of £700m.
- Through the approval of our New Development Deal proposal we will enable the transformation of the city centre providing much needed high quality business and retail space, unlocking development sites, creating high quality sustainable environments and establishing a city centre at the heart of the City Region which attracts and retains local, national and international investment.
- Within the first 10 years in the region of £40m will be invested (at a cost of £63m) in infrastructure and within this time we would expect at the very minimum to see a return in this investment in the form of over 40 construction jobs over 3 years, 1,300 net additional new jobs, GVA uplift of £55m per annum for 10 years, private sector investment of £200m and an annual business rate uplift of circa £5m. Swift approval means spades in the ground and jobs in the labour market by 2013/4.

SHEFFIELD CITY REGION INVESTMENT STRUCTURE



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Proposal 3: a City Region on the move - transport

Transport is the key enabler of economic growth. Our SCR Transport Strategy aims to deliver a transport network that enables the realisation of the LEP's growth ambitions, delivering new jobs in priority sectors such as Advanced Manufacturing.⁸

Our transport asks will enable the delivery of a higher quality, economically-focused transport infrastructure for SCR. In summary, we ask Government to enable us to:

- 1. Confidently invest in local connectivity and economic growth priorities, such as ensuring reliable access to future opportunities such as HS2.**
 - Government can do this by offering certainty on some transport funding and agreeing greater local freedom and flexibilities on transport spending.
- 2. Implement stalled or slow-moving projects that are essential to SCR's economic growth and to future transformational transport opportunities.**
 - Government can do this by accelerating decisions such as tram-train, allowing the programme to be managed locally. It can also begin to prepare for devolution of the Northern Rail franchise before the franchise-re-letting deadlines are reached.
- 3. Increase the efficiency of the bus network in linking people to jobs.**
 - Government can do this by giving Sheffield and its bus partners the opportunity to become a fast track 'test-bed' Better Bus Area, provided with transitional funding from October 2012 to enable it to become the first area to receive Bus Service Operator Grant devolution once the necessary powers are in place.
- 4. Improved integration of a transport network people can trust and better management of congestion.**
 - Government can do this by supporting us in the implementation of smart ticketing across our network
 - And enacting Section 6 of the Traffic Management Act 2004 in Sheffield

Certainty in transport funding

To plan our critical transport infrastructure efficiently we need as **much long term funding certainty as possible**, and **flexibility in how to use the money we have**. This includes devolved major scheme funding.

This provides a lever for third party buy-in, allows better planning, and reduces risk. **Without certainty, we cannot invest in essential local projects such as increasing quality access to the new HS2 station.**

By providing greater certainty of transport funding for 10 years and an indicative profile,, we can develop a **£500m funding stream as part of the SCRIF** for transformational infrastructure investments which will be prioritised based on our economic assessment model, connecting the City Region's economy and unlocking growth. Through the SCRIF we can deliver major transformational schemes which would likely include the further extension of Sheffield's Supertram network and the introduction of a region-wide tram-train network.⁹

⁸ SYPT (2011) Sheffield City Region Transport Strategy 2011-2026, <http://www.syltp.org.uk/documents/SCRTransportStrategy.pdf>

⁹ These schemes are being assessed for their transformational impact on jobs and growth for SCR

Rail services in the North currently attract significant Government subsidy. We are not looking for this to be reduced, rather we believe we can **extract better value for money out of the same funds**.

Accelerating implementation of projects essential to growth

We know that investing in transport infrastructure in the City Region yields excellent economic returns. The current central funding cycle inherently introduces an element of delay and uncertainty to projects and this can have an inhibiting effect on the realisation of our economic objectives.

For example, the recently approved BRT North scheme has taken nearly four years from the initial approval to a decision to be made. This scheme will facilitate around **4,000 new jobs** and **£100m GVA annually** for the region's economy. Such delays are preventing growth, preventing job creation and adding to public sector inefficiency. We are now waiting for Government to determine the ERDF match funding, a decision that has been pending for over a year.

The tram-train project has been approved but we want to see an **announcement finalised as soon as possible to avoid adding additional inflation to our costs (e.g. 20% to our local contribution and risk assessments)**.

Devolution of bus funding and smart cards

Our 'bus ask' will help us connect people to jobs affordably with a bus network they can trust and that works for them. To achieve this we need to overcome the problem in our City Region that profitable core bus routes are 'overbussed', while bus companies are being forced to withdraw more marginal services in isolated and outer city communities because competition on the core route is cutting margins and hence not allowing cross subsidy of the network.

Major bus routes are oversubscribed to the extent that they run at fifty per cent capacity. (ie too many buses on busy corridors arriving together). We want to work in partnership to create a stable, affordable network, with the right incentives to operators to enable a low carbon high quality bus fleet. We are already developing a cutting edge partnership with our main bus operators in Sheffield (Optio). However, to allow this partnership to flourish effectively and expand across the City Region to drive growth and cut carbon we need:

- Government to **fast track its 'Better Bus Area' (BBA) concept in our City Region** to test its concepts and allow us to embed our partnership approach to allow effective competition and better local targeting of public subsidy. To this end we are asking for the following;
 - (1) DfT announce Sheffield City Region to be given opportunity to become a fast track 'pathfinder' Better Bus area
 - (2) Dialogue between DfT and SCR/partners on proposition content and evaluation requirements
 - (3) Designation of 'pathfinder' BBAF (October 2012) subject to appraisal and confirmation from operators, triggering full devolution of BSOG for Sheffield Bus Partnership agreement area from October 2013 or April 2014 (depending on progress with powers)
 - (4) From October 2013/April 2014 BSOG funding will be paid direct to the PTE with an annual top-up at a rate which is a substantial uplift on current BSOG for the area for the duration of the Sheffield Bus Partnership agreement and at a rate that is guaranteed to be no worse than other later BBA's receive
 - (5) Transitional funding from October 2012 to spend immediately at a rate equivalent to the above top-up

- (6) Other parts of SCR and PTE area can apply to become BBAs once the necessary regulations are in place

Rail devolution

The centralised management of the Northern Rail Franchise on short term, no-growth contracts for the last 10 years has stifled **investment resulting in a poorer service for people and businesses on older, overcrowded and unreliable trains.**

In the absence of absolute local control over the rail franchises, cities face challenges such as:

- Lack of ability to provide more rail capacity on overcrowded services;
- Lack of influence over rail in order to integrate bus, train and tram to best effect;

Both of these issues, hinder the realisation of local economic objectives.

You are already consulting on rail devolution which we welcome. We think rail devolution is essential to allow us to focus rail priorities on driving up GVA. If Government is content with the proposal from Northern City Regions then we need Government to:

- (1) Commit to resolve the legal issue that would allow PTEs to operate collectively beyond their boundaries, and
- (2) Commit to a shared investment programme for rail in the north to allow us to plan long term.
- (3) Commit to working with us to make the devolution of northern railways a reality.

Effective management of the transport system

Congestion is a cause for a loss of productive work time, carbon emissions, air pollution and noise. With the appropriate powers we can help ensure that journeys are undertaken in a sustainable and responsible manner that minimises congestion.

Government already has the power to introduce **a new framework** that would delegate the enforcement of parking, bus lanes and other moving traffic matters to the local authority but key provisions have not been brought into force. An efficient, delay free transport network forms a key economic stimulant and the removal of any barriers to the efficient flow of traffic is vital.

London boroughs and TfL already have these powers and as part of a rebalanced UK economy, it is essential that businesses, employees and services can rely on an effective and **efficient integrated transport system.**

MADE in Sheffield - The deal

Offers	Asks
<ul style="list-style-type: none"> ● For every £1 spent on transport in SCR, targeted investments can achieve a 10 fold long term GVA uplift. Local funds will be dedicated to providing interventions to increased GVA ● A £500m SCR transport fund as part of the SCRIF to invest in transformational schemes which will deliver a step change in the connectivity of the SCR economy, unlock priority growth sites, create jobs and get people to work. ● A robust investment model to prioritise transport investment based on economic growth, reducing the burden on Government to carry out assessments. This will be developed with a £560k investment from SYITA. ● A ‘Transport for Sheffield City Region’ governance framework, offering strong assurance, prioritisation and decision making on City Region issues. ● greater economic growth in the north – and better value for money from spend in the north of England; ● a strongly motivated client for the North’s railways to help drive down the cost of the railway ● development of a long-term, funded, growth strategy for rail in the north, with northern areas potentially bearing the revenue risk for rail in the north. ● better integration of spend on rail programme with other major programmes of spend in north; ● a rail policy that is more aligned to the wider strategic agendas relating to localism, economic growth and cities. ● Effective enforcement of Sheffield City Region’s 	<ul style="list-style-type: none"> ● A working 10 year City Region transport funding allocation (especially devolved major scheme funding) to allow for optimised long term planning and delivery of our transport priorities. ● Commitment to discuss and agree with HMT/DfT an appropriate capital/revenue split for funding in next spending review period. ● Commitment to pay funding for local majors in blocks in advance of SCR incurring costs on schemes, subject to affordability, and at the beginning of each spending review period. ● Approve the devolution of the major scheme transport funding which will then form part of the SCRIF approach to economic development for the City Region. Give local flexibility to negotiate and determine the allocation between relevant LTBs of local majors funding. ● Build on the positive initial steps on LSTF and commit to making payments up front for any future LSTF awarded to SRC, but subject to affordability constraints ● The rapid devolution of responsibility for the northern rail services (subject to the outcome of the recent consultation). Government is asked to: <ul style="list-style-type: none"> a. Work constructively to make rail devolution a reality and allow early engagement on the financial elements stemming from the forthcoming HLOS statement and DfT involvement. b. Continue work to ensure completion of the Northern Rail Hub and North Trans-Pennine electrification as soon as possible, and work with Network Rail to identify ways of reducing the cost base of the railway in the North of England, to deliver economic and

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<p>transport system, reducing congestion and the burden this places on business and people.</p> <ul style="list-style-type: none"> • Work with DfT on the implementation of Section 6 powers to see them enacted in the most effective way. • Complements the major investments already going into our road network, including a £2.2bn Highways PFI programme to improve every road in Sheffield, the £1.7bn Sheffield Gateway project and BRT North. • Delivery of the UK's first tram train system, avoiding the delays experienced to date. • Make competitive Smart Ticketing a reality outside of London, delivering this important Government commitment. • Delivery of a cutting edge partnership for bus that would focus on connecting people to jobs, bring forward a new way to fund low carbon buses that will also help address air quality problems in the City Region. 	<p>financial benefits.</p> <p>c. If the 25 mile restriction in s10 of 1968 is a barrier to devolution of the franchise, commitment from DfT to take necessary action to allow PTEs to act collectively beyond their boundaries.</p> <ul style="list-style-type: none"> • Commitment to work positively with SCR to take forward a project to analyse the traffic benefits of enacting Part 6 of the Traffic Management Act 2004 in SCR to allow local enforcement of moving traffic contraventions and facilitate the efficient control and management of traffic in SCR. • Allow SYPTe to take over management of the existing tram-train project, with adequate funding and leadership responsibilities. DfT and SYPTe commit to negotiating constructively, and with a jointly shared objective to conclude a contract by August that meets the interests of both DfT and SYPTe in developing a successful Tram Train Pilot. • Sheffield City Region and its bus partners to be given opportunity to become a fast track “test-bed” Better Bus Area and provided with transitional funding from October 2012 to enable it to enhance bus services in its partnership area and become the first area to receive Bus Service Operator Grant devolution once the necessary powers are in place. • Provide the necessary support to enable SCR to effectively implement integrated smart ticketing in line with recommendations from the Competition Commission.
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Impact

Sheffield City Region will be able to rapidly deliver a well-managed, integrated transport network, built upon a clear strategy with infrastructure efficiently brought forward as we grow. Funding certainty will lever in more private sector money, and allow schemes to be progressed more quickly. This will improve connectivity and strategically important proposals **such as ensuring reliable access to future opportunities such as the HS2**.

Decentralisation of the strategic transport powers on bus and on tram/train will enable the realisation of the growth potential of the SCR's key growth sites including **12,000** new jobs in the SCR Enterprise

Zone, **18,700** new jobs by 2025 through the Lower Don Valley masterplan.

New highway management and bus ticketing powers will allow us to deliver a more efficient, integrated network which will improve access to existing and new jobs in SCR. An **Oyster-like Smart Ticketing** product in SCR would provide an attractive and flexible ticketing system that would encourage a more sustainable modal split, leading to less congestion and increased productivity.

The announcement of **tram-train** in SCR will help provide access to job opportunities in the Lower Don Valley and Rotherham. Delays to Government decisions have had a detrimental effect on the programme including increasing costs by £50K and increasing the Quantified Risk Assessment by c.20%.

Devolution of bus funding and a Better Bus Area pilot will prevent the problem of 'overbussing' on some routes whilst more marginal services in isolated and outer city communities are cut, removing access to and from economically important sites and working people.

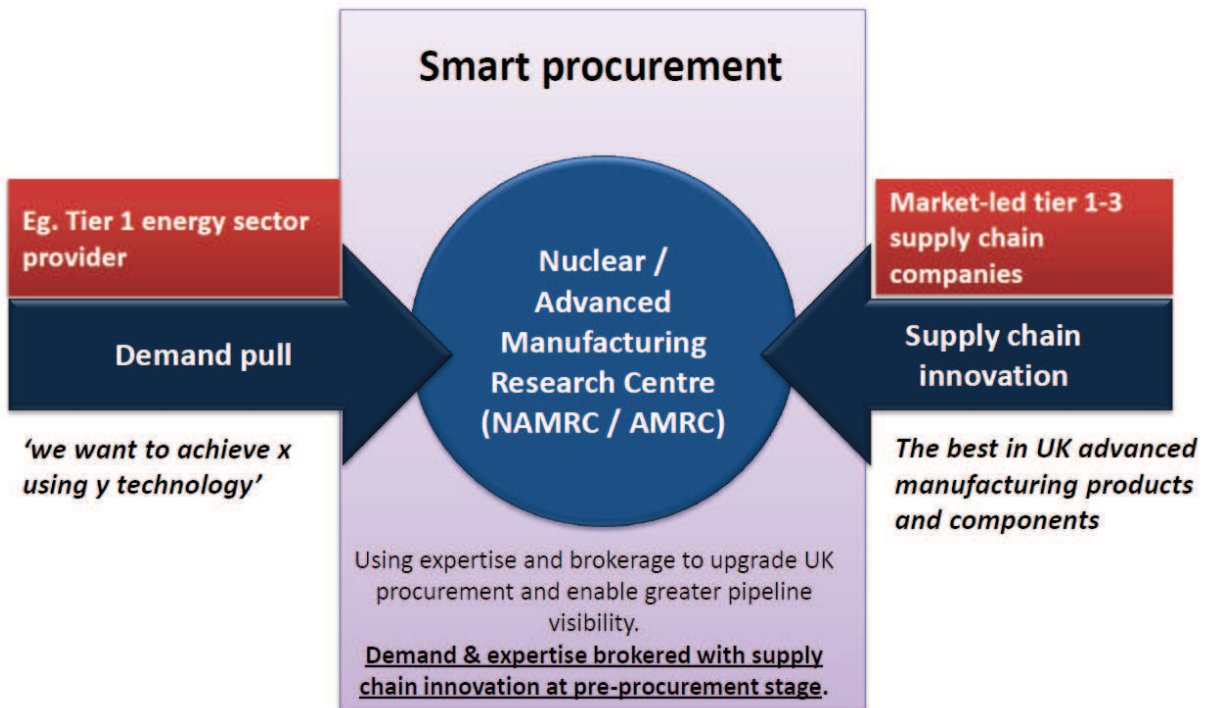
Proposal 4: advanced manufacturing and procurement

Sheffield City Region is a **leader in advanced manufacturing**. This isn't about heritage, the City Region is a leader now. The University of Sheffield's **Advanced Manufacturing Institute (AMI)** builds on its the world renowned **Advanced Manufacturing Research Centre (AMRC)** with **Boeing**, which has established a new model for partnership working with industry supply chains, developing new manufacturing processes which increase efficiency and decrease cost to the point at which the UK can become competitive as a manufacturing base with lower wage rivals.

Now we want to develop a national **centre for procurement** based around SCR's Advanced Manufacturing and Nuclear Research Centres, and to co-produce a **roadmap for growing the nuclear advanced manufacturing supply chain**. This will give the emergent nuclear advanced manufacturing market in the UK the same boost which the UK's automotive sector received last year.

A smarter UK economy: a national centre for procurement

The centre for procurement will link demand for complex manufacturing products to innovators in the advanced manufacturing and nuclear supply chain. Working with Government and industry – from major multinationals like Rolls-Royce, Boeing, British Aerospace, Westinghouse and Areva, to locally based manufacturers such as Sheffield Forgemasters, and a wide network of local and national SMEs - we will drive UK exports, create high quality jobs and secure a world-leading future for UK manufacturing and energy infrastructure.



The UK has an export target of £1 trillion by 2020 but UK industry is still predominantly foreign provided. To reach the £1trillion target, the UK must cut the journey time new manufacturing products take to reach the market by better managing the interface between demand for complex new manufacturing products and supply-side innovation. The UK's advanced manufacturing sector will be in a powerful

position to capture emerging worldwide markets for the next generation of infrastructure (eg. new build energy infrastructure).

Since many of the new market opportunities are in sectors that are driven by Government procurement or are heavily regulated by the Government, the Government needs to use its role wisely in order to ensure that UK companies are in a strongly competitive position succeed in these markets. SCR has already led the way on this. We have a great history of collaboration and we have put in place a **framework agreement** with major public sector partners in the City Region to use their resources strategically. They can lay out challenges or problems early on and public and private sector partners collaborate to facilitate the development of public sector services and products. With the support of Government, **SCR can illustrate how to generate jobs and GVA through demand-led innovation in the field of low-carbon energy.**

The Road Forward: Growing the Nuclear Advanced Manufacturing Supply Chain

One key opportunity arises in the area of **nuclear new build**. There is widespread consensus that new nuclear power stations will be required to secure the energy that UK homes and businesses need while meeting carbon reduction commitments. While the UK Government will not directly procure this new build, it is the Government which will create the policy framework that will facilitate it. Reclaiming the maximum UK economic benefit from these major UK capital investments will **require creating a new manufacturing supply chain based largely in the UK**. This will require long term commitment to the work of the AMI and the Nuclear Advanced Manufacturing Research Centre to work with companies to develop their skills and innovative capacity to the point where they are in the strongest competitive position to fill this supply chain. It will also need a commitment to work with AMI in supporting companies as they work to meet appropriate quality standards and codes applied in a transparent way.

We recognise the commitment made by the government to funding £15m for research and development bids from SMEs this year. We would like to support this by using SCR’s high class universities to develop a ‘sourcing roadmap’ for current and prospective sourcing patterns in the UK nuclear advanced manufacturing industry. SCR’s universities and the Nuclear Advanced Manufacturing Research Centre are ideally placed to carry out this research and engage nuclear suppliers in the UK. This will support the Department for Business, Innovation & Skills’ Growth Review and commitments to grow manufacturing in the UK over the next 10 years. As with the automotive sourcing roadmap, we ask for the Secretary of State , Department for Business, Innovation & Skills to show his support in writing the foreword and putting his name behind the robust research carried out. Now is the time to position this industry well for the future growth in nuclear in the UK and international markets.

MADE in Sheffield - The deal	
Offers	Asks
<ul style="list-style-type: none"> The Advanced Manufacturing Research Centre (AMRC) and the new Nuclear Advanced Manufacturing Research Centre (NAMRC) is a world leading asset to the UK and SCR, with industry leaders like Rolls Royce, Boeing, British Aerospace, Westingshouse and Areva all key members. SCR are the national lead and can quickly 	<ol style="list-style-type: none"> For the Office of Nuclear Development to endorse and engage with this demand-led approach and to work with the AMRC and NAMRC on developing the UK nuclear new build framework, helping UK businesses develop their capacity. This will form a strong, innovative UK-based supply chain for domestic and international energy infrastructure manufacturing.

<p>engage companies across the UK to work in the national centre of procurement model.</p> <ul style="list-style-type: none"> ● The Universities behind the Nuclear Advanced Manufacturing Research Centre will conduct research amongst UK suppliers to understand the potential within the supply chain, competitive advantages, weaknesses and where lost business goes. To prepare solutions such as a nuclear advanced manufacturing sourcing roadmap. ● To support the development of more 'green jobs', Sheffield City Region will, where appropriate, develop and deliver plans for 'Go Early' Green Deal roll out, demonstrating what role the LA can play, with particular focus on how the city can involve neighbouring local authorities, LEAF communities, Social Housing Providers, the Private Rental Sector and other key players, and to drive public awareness through community engagement activities, such as show homes. 	<ol style="list-style-type: none"> 2. For Government to consider its position on industrial policy and to engage with SCR's private sector partners on standard-setting and other ways of maximising this approach. 3. For the Secretary of State for Business, Innovation and Skills to give growing this sector his full support, for example, by introducing the nuclear advanced manufacturing sourcing roadmap. This will support the NAMRC to position the industry well for future opportunities. 4. Government will, where appropriate, work with Sheffield City Region on a potential 'Go Early' Green Deal roll out.
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Impact

Through the AMRC and NAMRC, Sheffield City Region can develop the UK's advanced manufacturing and nuclear advanced manufacturing market by better managing the interface between demand for complex new manufacturing products and supply-side innovation. We can take major steps to achieve the UK's £1 trillion national export target by 2020 through smarter procurement, putting UK industry in prime position to capture both UK and global market opportunities.

Game-changing initiatives – transforming SCR

Sheffield City Region has a heritage of innovation and we are ready to capitalise on the ambition exemplified by the world class Advanced Manufacturing Research Centre (AMRC), Nuclear Advanced Manufacturing Research Centre (NAMRC) and our resilient, flexible SME supply chains.

We are ready to step forward and play a major role in a rebalanced, export-driven UK economy and have developed two ‘game-changing’ initiatives which will define the future of the SCR economy. We continue to strive to play a greater role in the UK’s economic future and have visionary initiatives on which we wish to work with Government to transform SCR’s economy.

Initiative 1: Cloud City Sheffield

Government have prioritised cloud computing in its published ICT strategy, but have not committed to enabling the development of the necessary physical infrastructure that would seek to deliver on that. At the same time there has been acknowledgement that the UK’s existing datacentre stock (which is predominantly London based) is inadequate for next generation Cloud in terms of cost efficiency, capacity and future proofing.

Creating the technology infrastructure and collaboration ecosystem on the scale that is being proposed is to ensure that the market opportunities that cloud computing brings can be **properly captured for the economic benefit of UKPLC and the region**. Doing so in the SCR would support sustainable economic rebalancing and also enable better retention and exploitation of private sector funding capacity in the UK and also Intellectual Property developed in the UK.

The steps we need to take are identified below and we would welcome an opportunity to work with Government on delivering the UK’s next generation of digital infrastructure and establishing a public sector platform to revolutionise the delivery of public sector products and services.

Stage 1: delivering the infrastructure

The development of next generation green datacentres on UK soil, are a necessity if the country is to realise projected cost savings and compete internationally as cloud computing is adopted globally. SCR is committed to putting the City Region at the **heart of the UK’s cloud computing infrastructure**, building on the ubiquitous superfast broadband infrastructure already in place across SCR and the land and power resources the area has in abundance. We have already made major progress. We have **engaged a major ‘Tier 1’ company** to be an anchor tenant and provide the datacentre infrastructure and investment the UK needs. We have undertaken a major study of **land availability** with our partners Kier, commissioned a £25k viability study with Grant Thornton and are working with Veolia to expand Sheffield’s **district energy network** to provide a green power source for a major green datacentre.

Stage 2: collaboration and cluster development

The second step is to establish an **open collaboration and innovation hub** a network designed to foster innovation through cross-industry working between the private, public and research sectors. This will make use of the skills and knowledge of these sectors without requiring upfront investment.

Focusing on fully exploiting digital in the advanced manufacturing, healthcare, low carbon and creative & digital sectors will give Sheffield City Region the opportunity to create **an ecosystem of business activity**, supporting all the sectors that depend on technology and driving value and activity into other industry sectors. This will see the development of a **public sector platform**, which would facilitate the delivery of services and products to customers which would herald a transformation in the public sector. **Sheffield City Region will be the laboratory** in which new public sector solutions, developed collaboratively with

private sector expertise, are trialled to improve the effectiveness and efficiency of services and to transform the public sector.

Stage 3: digitisation of key sectors

Following the development of the datacentre infrastructure and the collaboration hub in SCR, we will work to digitise public and private sectors, working with Government to provide digital solutions to modern public service challenges and driving efficiency in the public and private sectors.

Initiative 2: low carbon energy infrastructure

Further innovation in the development of innovative low carbon energy infrastructure for the UK is the proposed **Don Valley Power Project** in which Samsung have recently announced a 15% stake.

The Don Valley Power Project has had **planning approval since 2009** and will have a vital role in the UK meeting its CO₂ emissions reduction targets. The Yorkshire and Humberside region has the UK's largest concentration of coal and gas fired power generation and the CO₂ emissions from those plants will have to be reduced dramatically if they are to be able to continue to operate. The plant and associated infrastructure have important roles to play to enable the region to continue to generate power from fossil fuels and to allow other energy intensive industries, such as steel and cement, to also install carbon capture technology.

The project UK's and EU's leading Carbon Capture & Storage (CCS) power projects and is a 900MW Integrated Gasification Combined Cycle (IGCC) power plant (with a 650MW net power output) which would **capture and store up to 5 million tonnes per year, or 90%, of the CO₂ emissions** that would otherwise be emitted to the atmosphere.

2Co Energy plans to store the CO₂ in North Sea oil fields which provide the most secure and permanent storage for CO₂. CO₂ also helps produce more of the oil than would otherwise be recoverable which can significantly **extend the life of the oil field** and secure jobs. We would welcome the opportunity to work with the Department for Energy and Climate Change (DECC) to deliver this project, supporting SCR's economy and the low carbon energy needs of the UK.

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Appendix G



Report to Scrutiny Management Committee

11th November 2013

Report of: Director of Policy, Performance and Communications

Subject: Summary of the evidence presented to Scrutiny Management Committee in relation to the size of Sheffield City Council and proposed submission on council size

Author of Report: Victoria Penman, Policy and Improvement Officer

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Summary:

Sheffield City Council will be the subject of an electoral review to be carried out by the Local Government Boundary Commission. The first part of this review will decide the number of councillors to be returned to the Council, and the Council is developing its submission to inform the Commission. On 11th July, Scrutiny Management Committee heard evidence from organisations and members of the public as to the most appropriate number. This report summarises the evidence received by the Committee.

The report is accompanied by the draft submission on Council size which has been informed by the evidence heard by the Committee.

Type of item:

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	
Community Assembly request for scrutiny	
Call-in of Cabinet decision	
Briefing paper for the Scrutiny Committee	
Other	X

Scrutiny Management Committee:

- i. is asked to note and approve the contents of the report;
 - ii. is asked to provide views or comments on the draft submission on Council size ;
 - iii. is asked to approve the draft submission on Council size and refer it to Full Council prior to its submission to the Local Government Boundary Commission for England.
-

Background Papers:

None

Category of Report: OPEN

Sheffield City Council electoral review: update on review preparation and discussion paper on Council size

1. Purpose

- 1.1. This report provides a summary of the evidence received by the Scrutiny Management Committee both in writing and verbally at the evidence gathering session held on 11th July 2013. The report is accompanied by the draft submission on Council size which has been informed by the evidence heard by the Committee, and which the Committee is asked to approve and refer to Full Council.

2. Summary

- 2.1. The report summarises the evidence of eleven organisations and individuals which was received by the Scrutiny Management Committee in relation to the electoral review of Sheffield City Council, and in particular in relation to the number of councillors which it is recommended should make up the Council (the council size).
- 2.2. The Council Size submission is the proposed submission of Sheffield City Council to the Local Government Boundary Commission for England on the appropriate number of councillors to be returned to the Council. It proposes that the Sheffield City Council should continue to be comprised of 84 councillors, representing 28 wards. The submission also contains the Council's rationale for this proposal.

3. Introduction

- 3.1. Sheffield City Council will be the subject of an electoral review between August 2013 and March 2015. This has been called by the Local Government Boundary Commission for England (the Commission) because the electorate of Central ward is now 42% larger than the Sheffield ward average. The review takes places in two stages, both run by the Commission. The first stage starts in January 2014 and will consider the number of councillors to be returned to the Council, and the second stage the ward boundaries and names. A preliminary evidence gathering stage is currently underway and the Commission met with officers and elected members in July.

3.2. As part of the first stage of the review the Council has the opportunity to put forward a submission on the number of councillors that it thinks the Council needs in order to function effectively (the 'council size').

3.3. Although the Council is able to put forward its proposal, which will carry significant weight, the Commission will reach their own judgement based on the individual characteristics and needs of each local area, based on the following three criteria:

- the governance arrangements of the council and how it takes decisions across the broad range of its responsibilities.
- the council's scrutiny functions relating to its own decision making and the council's responsibilities to outside bodies.
- the representational role of councillors in the local community and how they engage with people, conduct casework and represent the council on local partner organisations.

3.4. The Council's submission addresses these points. Arguments are also put forward on the basis of reflecting communities and allowing for fairness of representation.

3.5. The Commission also asks the Council and local people to consider the number of councillors for the authority not simply in the context of the council's current arrangements, but also taking into consideration likely future trends or plans. In every review it carries out, the Commission aims to ensure its recommendations remain relevant for six to ten years and will aim to recommend a council size that delivers effective and convenient local government well after the completion of the electoral review.

3.6. The Commission's guidance explicitly references factors which it **will not** consider relevant:

- Financial considerations – the Commission believes that value for money can be best achieved by having the optimum number of councillors to enable the Council to function effectively (so, arguments based on reducing the Member allowances budget will not be taken into account);
- Comparisons with other local authorities – although Sheffield currently has relatively few councillors per head of population compared with the national average, other South Yorkshire authorities, and also to the seven other Core Cities (ratios tend to be broadly in line with electorate: the higher the electorate, the higher the number of electors per Councillor), this will not automatically be an indication that Sheffield should have more councillors.

3.7. The Council size submission has been developed over several months, involving councillors from all groups via interviews, questionnaires and focus groups. A detailed methodology and rationale for the proposal is included within the submission.

3.8. It is recommended by the Commission that, wherever possible, the political groups within a Council should seek to reach a shared view on the proposed size of the Council to maximise the chance of the local recommendation as to the appropriate size being implemented. In

light of this, Scrutiny Management Committee is recommended to endorse the draft submission and recommend its referral to Full Council before it is submitted to the Commission.

- 3.9. The Commission will consult on the issue of council size during March and April 2014, reaching their final decision in May 2014. The second stage of the review, concerning the boundaries and names of wards, will take place between May 2014 and March 2015, before being implemented in 2016.

4. Evidence presented to Scrutiny Management Committee

4.1. In order to inform the work taking place within Sheffield City Council to develop the Council's submission on Council size, 65 individuals and organisations were contacted and invited to provide evidence to the Overview and Scrutiny Management Committee. This included:

- the Sheffield branches of political parties achieving 10% or more of the vote in any Sheffield ward at the last election, as well as any independent candidate achieving the same percentage of the vote
- respondents to the Community Assembly consultation
- representative bodies from the VCF sector
- community organisations known to have an interest in issues of democracy
- academics specialising in local democracy and electoral geography
- individuals who have expressed an interest in the electoral review
- Parish councils and community forums

4.2. Evidence has been provided by eleven organisations and individuals, and eight organisations and individuals attended an informal evidence gathering session of the Committee held on 11th July 2013. This report summarises the evidence submitted as far as they relate to matters which can be considered by the review, namely the role of the councillor in Sheffield and the implications of this for the number of councillors in Sheffield City Council. Comments were also received about a number of specific boundary issues, and these will be taken into account when the Council develops a proposed scheme of wards in 2014.

4.3. The evidence gathering session was attended by Councillors Chris Weldon; Penny Baker; Jillian Creasy; Roger Davison; Gill Furniss; Cat McDonald and Mick Rooney. Witnesses attending were:

- Vicky Seddon (Sheffield for Democracy)
- Sharon Squires and Daniel Spicer (Sheffield First)
- Cllr Shaffaq Mohammed (Sheffield Liberal Democrat Party)
- Russell Cutts, Chairman (Sheffield Conservative Party)
- Jonathan Harston
- Ecclesfield Parish Council (Cllr Dr John Bowden)
- Tony Slatcher (Sheffield Labour Party)

Overall summary

- 4.4. There was no desire from respondents for a reduction in the number of councillors, with respondents generally feeling that the current number was 'about right' and several respondents stating a preference for an increase in the number of councillors. Whilst some respondents recognised that the cost of democracy needs to be managed, reducing the number of councillors was not seen as the only way to do this.
- 4.5. Several respondents mentioned both that Sheffield has a relatively low number of councillors per head of population, although it was noted that the number of councillors fitted a pattern for Metropolitan councils, with the larger councils having progressively fewer councillors per head of population.
- 4.6. The role of the councillor in the community was the best understood of the councillor's roles, and something which respondents felt was particularly important, and particularly demanding. There was a general view that it was important for there to be enough councillors for communities to be able to engage effectively with their councillors, and that reducing the number of councillors would make this more difficult to do. Several witnesses referred to the change to ward based working arrangements, with a shared view that this would be likely to increase workloads for councillors.
- 4.7. Those witnesses who considered the role of the councillor beyond the community level noted the increasing complexities facing councillors, and the range of skills required to lead a large city as well as to be an effective ward councillor.
- 4.8. Several respondents indicated that retaining three member wards was important to allow for cover arrangements and to enable councillors with a variety of skills, expertise and diversity within wards, whilst two respondents suggested changing this number if it enabled communities to be more cohesive. In practice, as the council elects by thirds, the Commission is required by law to look to achieve a pattern of three member wards unless there are pressing reasons why this would not work.
- 4.9. Summaries of the evidence of individuals and organisations is provided below.
- 4.10. Bradway Action Group**
- One main function of the councillor is to help members of the local community to find the correct avenues through which to tackle problems.
 - A second role is to draw to the attention of and explain to the local community developments that are planned that will affect them, including explaining the constraints placed upon the Council and officers.
 - In both of the above roles, councillors can work most effectively if they are known to the members of the local community, work with local community groups, attend public meetings in their Ward, and are easily contactable. Although we do not have a clear view of the appropriate total number of councillors for a city the size of Sheffield, we do believe that

Ward boundaries should not become so large that councillors cease to be known and recognisable to the local people.

- As a local community group we believe that councillors can perform their roles more effectively when they co-ordinate their actions with those of the voluntary groups within their Ward. This enhances legitimacy by demonstrating that there is a “bottom up” element in formulating an agenda of issues.

4.11. Ecclesfield Parish Council

- In order to avoid confusion amongst the electorate and from past experience, it is important that there should be a sensible relationship between Ward Boundaries and the Parish Council Boundary. In other words, Ward Boundaries and the Parish Council Boundary should be coterminus.
- If there are to be any changes to Parish Wards then this needs to be handled carefully to maintain a balanced number of electors and that they make sense, on the ground.
- In the Parish Council’s view, the present 3 member City Council Ward system works well and should not be altered.
- Parish Council elections should be held on the same day as City Council elections with the purpose of encouraging voter turn-out and to keep costs to a minimum.

4.12. Mr. Jonathan Harston

- Mr Harston was a Sheffield City Councillor between 1999 and 2010 and has an interest in mapping, particularly how community groupings relate to their geography.
- The number of councillors in metropolitan councils, however, is broadly proportional to the square root of the population. Sheffield is about four times as big as Barnsley and has about twice as many councillors – the square root of four. Sheffield is about twice as big as Rotherham and has about one and a half times as many councillors – the square root of two. Birmingham is about twice the size of Sheffield and has about one and a half times as many councillors – the square root of two. Consequently, the number of councillors Sheffield currently has fits well into that, and so should remain more-or-less about what it has at the moment – something in the region of 84 councillors. With three-member wards that is around about 28 or so wards.
- A reduction in the number of councillors can only be an option if there is a reduction in the functions and responsibilities of councils. The only change that would make sense is if Sheffield adopted a directly elected executive mayor, taking away the most of the executive functions from councillors.
- The larger a ward, the more residents are distanced from their elected representatives, and the harder it is for elected representative to work their wards.
- Whatever wards Sheffield has must necessarily fit around the immovable geography of the city. Everybody who put together the wards in 2004 worked well to get probably the best set of wards Sheffield has ever had with only a few splits such as Shiregreen and the northern edge of Handsworth. This review shouldn’t undo that good work, but has the opportunity to build on it.
- 27 or 29 wards would be the easiest numbers of wards to divide the city into whilst retaining natural communities.

- Three member wards allow a mix of skills and expertise which is beneficial both for councillors and constituents, but parishes should be able to recommend whether they wish for 2 or 3 member wards.
- Due to the geography, it is not possible for parishes to be used as the building blocks for wards without the addition of some unparished areas.
- The law requires the review to use the registered electorate, which is a fairly consistent proportion of the population [in Sheffield very close to 73%-74% of the population are adults]. You cannot use perceived under-registration to justify a “small” ward on electorate figures because you believe there are people not on the register.

4.13. Mr. Alan Kewley

- Representing electorate is a key part of the role, but not all councillors provide the level of information and consultation constituents would like to see
- Changing approaches to engaging communities through local level organisations (community assemblies etc) can be confusing and off-putting
- The current changes to local workings may increase workloads for councillors
- Engaging with focus groups could be helpful for councillors
- Councillors may be able to concentrate on broader issues if case work was passed on to officers
- The city leadership role should be balanced with other roles
- Councillor involvement in Scrutiny and other Council meetings and committees can affect the representative role of the councillor
- More cross-party work before decisions are made, rather than after, would improve decision-making
- Councillor workload has increased in recent years while numbers have reduced, making the ratio of electors per councillor in Sheffield one of the highest in the country. Unless managed effectively, this may result in lower standards of governance, which may save initial costs, but result in less scrutiny of flawed decisions which could cost more in the long-run.
- The role of councillor should be made more attractive to enable more young councillors to come forward and increase turnover.
- The number of councillors should be increased -- by at least 10%, creating, say, 3 or 4 new wards & a proportionate reduction in size. But this should be accompanied by a more transparent audit of councillor activity to improve effectiveness. This should be backed-up with a more robust call-in procedure, where councillors who appear to be under-performing are referred to a scrutiny panel.
- Mr Kewley suggests that a job description for councillors may assist both councillors and the people they represent.

4.14. Sheffield Conservatives

- Believe that the Council is sufficiently big enough.

- Boundaries should be assessed on communities, not drawn up to meet a pattern of three party wards. One or two member wards would be appropriate where there were small discrete communities.

4.15. Sheffield for Democracy

- Encourage the Council to work towards a consensus view if at all possible to enable the decision to be made locally rather than by the Commission.
- Changes to ward based working, and reduced support for councillors, are likely to increase the workload of councillors, and this is likely to reduce the service that the electorate receive.
- The number of councillors should be at least the same as there are currently.
- Some wards may generate more work, especially casework, than others.
- Maintaining the coherence of communities is more important than having the same number of members per ward.
- Council should include issue of non-registration in their submission and include likely numbers in the forecast (*N.B. per SCC – the legislation requires that electoral reviews are based on the electorate, and not the population or any other figure*)
- Aware that the Council works hard to ensure students are registered appropriately, and need to make sure this is part of the review.

4.16. Sheffield First

- Recent report by Communities and Local Government Select Committee, looking at the role of Councillors notes the increasing expectation that a Councillor's role is in part about community development and/or leadership, rather than simply representation and also highlights the difficulties being experienced around the country by all organisations, whether political parties or otherwise, in trying to recruit to these roles.
- It is important that elected members are fully involved because they are the community's chosen representatives. In the absence of large-scale investment in community work, it is arguable that councillors should be taking on this role.
- Councillors have sufficient access to be able to hold public sector organisations to account and to challenge them at the local level. This aspect of a councillor's role is likely to become increasingly important, as Sheffield City Council's plans for changes to locality management put them at the centre of a ward-based approach.
- People who feel close to their councillors may be more likely to vote and become engaged in civic life.
- Councillors are expected to fulfil a wide range of roles and responsibilities including ward level and local working, as well as the ability and capacity to lead strategically and to work in partnership.
- There is a link between the review and the issue of active citizenship which is being discussed at Sheffield First. The role of elected members is key to building strong communities. Austerity makes particularly important for councillors to work with citizens – the role of the councillor in times of enormous change is very challenging.

Points of clarification in response to questions from members of the Committee:

- Jillian Creasy: Have you thought about the relationship between the ward councillor and the development of scrutiny and policy?

- SS: The role of members is likely to become more complex generally. Their role should be about making sense of the issues to enable strategic policy decisions, not just within the Council but also with other partners. Sheffield First has been asking partners how they engage with ward councillors.
- Cate McDonald: Can you clarify your understanding of community leadership and community development and what you believe that the role of the councillor should be?
- SS & DS: The two are different and require different skills sets. Councillors are well-placed to be 'network nodes', knowing the community activists within the community. Community development takes significant resources and councillors can't do this alone, but could play a role in developing communities in areas where infrastructure levels are low.
- Ian Auckland: Community Development implies something much more systematic than the approach taken at the moment. The role of the councillor is usually one of leadership – unblocking systems and encouraging communities to act.
- SS: Community leadership is a big ask and very time consuming, but important for community leadership.

4.17. Sheffield District Labour Party

- People expect their councillors to be accessible, visible – both personally and through letters, emails and by phone – and available to pursue grievances and seek redress. Opinion formers and community group organisers and volunteers expect their councillors to regularly attend their meetings, keep abreast of their development and support and champion their efforts in the wider community and within the Council.
- People think that councillors are MPs. They think they perform the role full time and that they are well remunerated accordingly.
- In performing these roles, councillors make an important contribution to the process of legitimising our democratic model. Assisting with casework and lending support to local projects is important to groups and individuals in ensuring that they feel part of a representative process and that their concerns and achievements are respected and valued.
- There is no evidence that any of these expectations will diminish. If anything, changing models of local governance at ward level would tend towards an anticipation that these expectations will increase.
- Setting the strategic vision and leading one of Britain's biggest cities, with a wide range of projects and an active media is demanding of skills and time.
- Changing funding and service delivery models are not expected to reduce the amount of time that the effective performance of these functions is anticipated to take.
- The increase in responsibilities of local government, and the reduced financial circumstances, mean that the workloads of the administration are increased, whilst outsourcing does not lead to a reduction in demand on councillors.
- Sheffield's diversity, and a commitment to inclusion, increases the demands on councillors.
- Three party wards are the most suitable to ensure that there is a mix of skills.
- The District Labour Party does not believe that there is a case for reducing the number of councillors, and that consideration should be given to increasing.

4.18. Sheffield Liberal Democrat Party and Sheffield Liberal Democrat Councillors' Group

- Councillors bring a wide range of benefits, skills and experience to the council.
- They have a wide range of roles, including representing constituents, challenging status quo of the Council, making the council accessible to the public.
- Councillors should provide strategic leadership for the Council.
- Councillors have vital role in setting the budget and should ensure that the voices of all communities are heard and that limited funds are spent equitably and efficiently.
- Undermining the role of councillors will undermine the Council's commitment to be an accountable body. No one individual can behold all the skills required of councillors - The tasks that councillors undertake as a 'community campaigner' vary widely. These range from organising and liaising with community groups, speaking to residents on the doorsteps, assisting constituents with casework and identifying and highlighting pressing issues in their ward. In addition, to these community roles, councillors are expected to also contribute at a strategic level to the Council by scrutinising and developing council policy or through their quasi-judicial roles on Council committees such as licensing and planning.
- There is no 'correct' or 'right' model of being a councillor. For the Council to operate at its optimum level, councillors need a complimentary range of skills, styles and experiences, which reflect the nature of our city in the 21st century – a geographically, spiritually and physically diverse city.
- Three member wards have on the whole worked well, with councillors complimenting each other's skills, even when they represent different parties. Therefore, we recommend that – whatever the outcomes of the review – Sheffield retain three members wards.
- Reduction of the number of councillors must be considered as a way of reducing the cost of democracy, but other ways should also be considered.
- Sheffield already has the third highest ratio in the country and reductions in the number of members could severely impair the ability of councillors to serve the whole of their community.

4.19. Sheffield Wildlife Trust

- Based on the national benchmark, the council size is about right.
- The skills and characteristics of individual councillors can be more important than the number of councillors.

4.20. Sheffield 50+

- Councillors should understand and be representatives of the local area, to act as a point of reference and advocate with the Council.
- Councillors should be visible, especially when changes happen.
- Councillors should listen, understand and when necessary signpost.
- There needs to be more visible publicity about Councillors' Surgeries.
- The review of the role of Community Assemblies may clarify part of the role of Ward Councillors.
- Councillors should encourage local communities and play a leadership role at local and city wide level.

- Councillors should be a representative of the City. In collaboration with colleagues, to promote the city and actively encourage inward investment by an openly warm business welcoming attitude.
- Councillors should advocate to reduce disparities within the city.
- Councillors should see the city as a whole and have a more corporate view.
- Citizens of Sheffield have rejected elected Mayors which implied we want greater local democracy.
- There is a perception that central government is taking away roles and responsibilities and adding contentious parts.
- Education has to be managed locally as it links to enterprise.
- Sheffield should increase the number of councillors to enhance local democracy and reduce the workload on councillors.

5. Issues raised by witnesses in evidence that cannot be considered by the review but which relate to issues of local democracy

- Introducing proportional representation would be fairer and more accurately represent the votes cast in Sheffield for parties other than the two dominant parties in Sheffield.
- Moving to four-yearly elections would be more effective and less antagonistic.
- Efforts to further increase electoral turnout would be beneficial.
- Parliamentary boundary review rode roughshod over communities to ensure a good fit with the numbers.
- Introducing job descriptions for councillors would give them and the public a clearer idea of what to expect.
- Increased training for councillors would help them to meet the wide range of expectations and skills expected of them.

6. Conclusion

6.1. The evidence submitted to the Committee has been valuable to understand the views of interested groups and organisations, and has been fed into the Council's work developing a view on council size. Accompanying this report is the Council's draft submission on Council size.

7. Recommendations

7.1. Scrutiny Management Committee is asked to:

- i.) is asked to note and approve the contents of the report;

- ii.) is asked to provide views or comments on the draft submission on Council size ;

- iii.) is asked to approve the draft submission on Council size and refer it to Full Council prior to its submission to the Local Government Boundary Commission for England.



SHEFFIELD CITY COUNCIL

Full Council

Report of: Overview and Scrutiny Management Committee

Report to: Full Council

Date: 8th January 2014

Subject: Scrutiny Mid-Year Update Report

Author of Report: Matthew Borland and Diane Owens,
0114 273 5065

Summary:

This report provides an overview of scrutiny activity undertaken so far this municipal year. It summarises the work done through formal meetings (scrutiny and policy development committees) of the:

- Children Young People and Family Support
 - Economic and Environmental Wellbeing
 - Healthier Communities and Adult Social Care
 - Safer and Stronger Communities
 - Overview and Scrutiny Management Committee
-

Recommendations:

Full Council is asked to note the work undertaken through the scrutiny committees so far this year.

Background Papers: None

Category of Report: OPEN

Statutory and Council Policy Checklist

Financial Implications
NO Cleared by:
Legal Implications
NO Cleared by:
Equality of Opportunity Implications
NO Cleared by:
Tackling Health Inequalities Implications
NO
Human rights Implications
NO:
Environmental and Sustainability implications
NO
Economic impact
NO
Community safety implications
NO
Human resources implications
NO
Property implications
NO
Area(s) affected
Relevant Cabinet Portfolio Leader
Relevant Scrutiny Committee if decision called in
Is the item a matter which is reserved for approval by the City Council?
NO
Press release
NO

Scrutiny – Mid-Year Update Report

1. Summary

1.1. This report provides an overview of scrutiny activity undertaken so far this municipal year. It summarises the work done through formal meetings and task and finish groups of the:

- Children Young People and Family Support
- Economic and Environmental Wellbeing
- Healthier Communities and Adult Social Care
- Safer and Stronger Communities
- Overview and Scrutiny Management Committee

2. What does this mean for Sheffield people

2.1. A challenging and effective scrutiny function is a key contributor to Sheffield achieving its long term goals. The key priorities set out by the Council are reflected in the breadth of issues that Scrutiny Committees look at.

2.2. By investigating issues of local concern, reviewing performance against local targets, and making recommendations for improvements in services, scrutiny can ensure that better outcomes are achieved for Sheffield people.

3. Overview and Scrutiny Management Committee

3.1. The Overview and Scrutiny Management Committee has focused its efforts on the Electoral Review. Sheffield City Council will be the subject of an electoral review to be carried out by the Local Government Boundary Commission.

3.2. The first part of this review will decide the number of councillors to be returned to the Council. The Overview and Scrutiny Management Committee heard evidence in July from organisations and members of the public as to the most appropriate number. A draft submission on Council size has been developed informed by the evidence heard and the Committee has referred the draft to Full Council for approval.

4. Recommendation

4.1. Full Council is asked to note the work undertaken through the Scrutiny Committees to date this year.

Children, Young People & Family Support Scrutiny & Policy Development Committee
Chair: Cllr Gill Furniss

Mid Year Update

The Committee have considered a range of issues which affect children and young people including **School Governance** and developments in **early year's provision**. A key focus for the Committee has been **educational attainment** including **outcomes for looked after children**. The Committee have received both an interim update and a full report on attainment data for 2012-13. This was an opportunity for the Committee to scrutinise the educational outcome data and provide constructive challenge in terms of the action being taken to address areas for improvement.

The re-design of early years

In July the Committee dedicated its meeting to the re-design of early years and the communication and transition plans. The meeting was well attended by members of the public and those involved in delivering early years services in Sheffield.

The meeting provided an opportunity for an open debate about the issues and responses to questions raised were provided by the Cabinet Member and Executive Director for Children, Young People & Families.

Teenage Pregnancy

In October 2013 the Committee considered the latest teenage pregnancy data for Sheffield and have subsequently written to the service to congratulate them on the progress that has been made.

The outcome of the discussion was a request from the Committee that "a review be conducted into the quality of sex education currently provided for young people with Special Educational Needs".

This request has been fed back to the Personal Social Health Education (PSHE) Review Team and it has been confirmed that they will incorporate provision for children and young people with special educational needs into the review. The Committee will receive an update on this work in January-February 2014.

Task & Finish Group

Pupil Premium Task & Finish Group

In addition to its bi-monthly meetings the Committee have established the Pupil Premium Task & Finish Group which will undertake a focussed review between January-April 2014. The aim of the review is to identify best practice and any policy recommendations in terms of the use of pupil premium and its impact on attainment in Sheffield Schools. The Inclusion & Learning Service will also be providing support to this work.

The Task & Finish Group will use a range of information gathering techniques to inform the review, including site meetings, interviews with teachers and pupils and desk top research. A report will be presented to the full Committee for sign off in April 2014.

Work Programme for 2012-13

Topics for consideration during the remainder of the year:

- Annual Report on Adoption & Fostering
- Sheffield Safeguarding Children Board (SSCB)- Annual Report
- Report on looked after children and care leavers
- Annual Meeting with Young People, Young Carers and the Children in Care Council (tbc)

Economic and Environmental Wellbeing Scrutiny & Policy Development Committee
Chair: Cllr Cate McDonald

Mid Year Update

The Committee has considered a wide range of issues. During discussion of the **Streets Ahead** programme it was highlighted that Northern Power Grid are responsible for a significant number of the streetlights that are not working. The Committee decided that if performance from Northern Power Grid does not improve, it will invite a Senior Officer from the Company to attend a future meeting to report on their performance. Changes to the opening hours of the **Household Waste Recycling Centres** were scrutinised.

The Committee scrutinised the Future of Sheffield's **Library Service** and was confident that the approach taken would result in the Council being able to provide an efficient and comprehensive Library Service and asked officers to return following the consultation. The Committee contributed to the policy development of the **Sheffield Food Strategy** through an early discussion with the Cabinet Member and lead officers. Through the Call In process the Committee considered a decision to dispose of **Cobnar Road Cottage**, Graves Park. Since the Scrutiny discussion the Cabinet Member has agreed the Friends of Graves Park Group would be given up to 12 months to progress an alternative option.

Work Programme for 2012-13

Topics for consideration during the remainder of the year:

- Cycling Inquiry
- City Centre Vibrancy
- Streets Ahead
- Libraries

Cycling Inquiry

The main focus of the Committee's work has been on a **Cycling Inquiry**. The Inquiry has operated along lines similar to that of a Parliamentary Select Committee, requesting written evidence and taking oral evidence. A final report will be produced in early 2014.

The key part of the Inquiry's work is to identify measures to broaden and increase participation in cycling in Sheffield, with a particular emphasis on the economic, health and environmental impacts of these measures. The Council's Cabinet Member for Business, Skills and Development will be asked to respond to the report.

The Inquiry involves the whole of the Committee, with a Task and Finish Group doing work between the Committee's formal meetings. As well as members of the Committee this group includes Mick Nott, the Chair of Cycle Sheffield and Dick Proctor, the Council's Transport Vision and Strategy Manager. It is too early to fully assess the impact as this work has not yet been completed. However, there has been significant engagement with members of the public and organisations. Over 260 responses to the Call for Evidence were received and 9 organisations took part in an oral evidence session with the Committee.

The Committee has also made sure it hears from a wide range of voices, for example the views of motorists and pedestrians were sought. The views of groups that did not respond through the Call for Evidence were also sought in other ways, for example, a representative from the Youth Parliament gave oral evidence.

Healthier Communities & Adult Social Care Scrutiny & Policy Development Committee
Chair: Cllr Mick Rooney

Mid Year Update

The Committee have considered a wide range of issues across health and social care including the **Dementia Strategy** for the City and the second phase of the **Right First Time Programme**. The Committee have also scrutinised proposals to reduce waiting times for **Memory Management Services in Sheffield**. This followed a request from Scrutiny in March 2013 that the Health and Social Care NHS Foundation Trust, worked with the Primary Care Trust to identify what steps could be taken to further reduce waiting times. The resulting proposals were presented to the Committee in November 2013, the outcome of which has been a request from the Committee that the timescales for implementation be reduced from 12-24 months to 12 months. The Committee have also submitted feedback on the content and layout of the draft **Adult Social Care Local Account** and following a "call in" held an extraordinary meeting to discuss a Report on **Developing the Social Model of Public Health**. In January 2014 the Committee will hold its meeting at St Luke's Hospice, this will include a discussion on the nature of **funding for hospice care** in Sheffield.

2 Task & Finish Groups

Nutrition & Hydration in Hospitals Working Group

In October 2012 a public question raising concerns about the quality of hospital food in Sheffield resulted in the Committee establishing this Working Group. To date the focus has been on the Sheffield Teaching Hospitals NHS Foundation Trusts Northern General Hospital. The Group have undertaken a series of observation visits, where they have spoken with staff and patients, as well as conducting interviews and carrying out desk top research.

A report outlining a series of recommendations has been produced and shared with the Trust. The Working Group will review this in 12 months' time (November 2014) to ascertain the impact of its recommendations. In addition to this the Working Group have proposed extending this piece of work from January 2014 by carrying out observation visits to Weston Park, Royal Hallamshire (including the Jessops Wing) and the Children's Hospital to see how the new production kitchen food service has embedded across the Trust.

Child & Adolescent Mental Health Services (CAMHS) Working Group

In response to concerns from members of the public regarding waiting times for the CAMHS service, the Committee established the CAMHS Working Group in November 2012. The Group have met with providers, commissioners and young people who access services and their parents to gather information and develop lines of inquiry. The Group have recently drafted a report and recommendations. This was shared with commissioners and providers on 13th December and a further follow up meeting is planned for January 2014.

Work Programme for 2012-13

Topics for consideration during the remainder of the year:

- The Francis Report
- Dilnot Commission & Care Bill 2013
- Public Health Investment
- GP Practices in Sheffield
- Developing the Social Model of Public Health

Safer and Stronger Communities Scrutiny & Policy Development Committee
Chair: Cllr Chris Weldon

Mid Year Update

The Committee looked at the **impact of Welfare Reform** on Sheffield's residents and requested officers to publicise the Council's policy that tenants in rent arrears would not face eviction provided they were engaging with the Council. The Chair also wrote to the Deputy Prime Minister to raise the impacts with him. The Committee have regular written updates and have requested a further report in the New Year which will include examples of how other local authorities are dealing with the issues and case studies on the impact in Sheffield.

On community safety the progress of the **Partner Resource Allocation Meeting (PRAM)** and feedback from a Local Government Association Review of PRAM, which had taken place in June, 2013 was considered. The Committee approved the proposed City-wide development of the Partner Resource Allocation Meeting and requested efforts be made to improve relations between the Partner Resource Allocation Meeting and the Neighbourhood Action Groups.

The Committee considered a report of the **Challenge for Change Tenants' Scrutiny Group** which examined the grass cutting service delivered by Sheffield Homes (now the Council Housing Service) and the Council's Parks and Public Realm Service. The Committee requested the report be presented to the Cabinet Management Team and the Executive Management Team and that the relevant Cabinet Member reports back to the Committee on the Council's response to the report's recommendations.

The Committee scrutinised performance on **homelessness**. It decided that Social Landlords in the City could do more to provide accommodation for homeless people and that the Chair would write to the Cabinet Member for Homes and Neighbourhoods to inform him of their view. In the summer four members of the Committee visited some of the **Bed and Breakfast accommodation** used to accommodate homeless households. The Committee were pleased to see that the Council had no homeless families in Bed and Breakfast accommodation. The Committee provided its input into the revision of the 'Schedule of Requirements' that is in place between the Council and Bed and Breakfasts used to accommodate homeless households.

Other issues covered include a progress update on the **Sheffield Housing Company** and looking at future **land responsibility and management arrangements** within the Council.

Work Programme for 2012-13

Topics for consideration during the remainder of the year:

- Welfare Reform
- Private Sector Landlords
- Community Safety Partnership
- Implementation of Allocations Policy
- Relationships between external contractors and housing
- Kier Contract
- Review of HRA Business Plan
- Challenge for Change: Grass Cutting

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