

SHEFFIELD CITY COUNCIL

POLICY COMMITTEE DECISION RECORD

The following decisions were taken on Wednesday 23 November 2022 by the Waste & Street Scene Policy Committee.

Item No

7. FUTURE FOR THE PROVISION OF KENNELLING SERVICES

7.1 The report explained findings of the Kennelling Service Review 2022 and recommended a proposal that will achieve a sustainable future for the Kennelling Service and facilitate the Council's continued compliance of its statutory duties.

Under the proposed model:

- stray dogs will remain the direct responsibility of Sheffield City Council, with Council staff continuing to look after stray dogs on a day-to-day basis but in a facility provided by an external provider; and
- an external provider will be responsible for 'social services animals', including receiving and kennelling/boarding the animals, while providing the animals with adequate care.

The proposal will provide opportunities for:

- a better environment for our employees and animals in our care; and
- better value for money for taxpayers.

7.2 **RESOLVED UNANIMOUSLY:** That the Waste and Street Scene Policy Committee:-

1. Approves the commissioning of an external provider, as set out in this Report including Appendix 1, that will provide: a) a dog kennelling facility for stray dogs; and b) dog kennelling and animal boarding services for 'social services animals'.
2. Where no current authority exists, delegates authority to the Executive Director, Operational Services, in consultation with the Director of Finance and Commercial Services, the Director of Legal and Governance and the Director of Human Resources and Customer Services to take such steps to achieve the aims and objectives as detailed and set out in this report.

7.3 **Reasons for Decision**

7.3.1 This recommendation follows an extensive review to determine the best way to achieve a sustainable, value for money future for the service. The recommended option provides significant benefits, including the opportunity to secure:

- a much-improved working environment for staff
- a significant annual revenue saving for the Council
- an enhanced capital receipt for the Council, whilst supporting the delivery of the goals set out the City Centre Strategy
- improved animal welfare, through improved kennelling facilities and access to grounds for walking and exercising dogs

7.3.2 The Council has the opportunity to move to an innovative new way of delivering the Council’s statutory duties in relation to the Kennelling Service. Detailed work has determined that this is the most attractive option available to the Council to pursue. It is for these reasons that this proposal is recommended to the Committee.

7.4 **Alternatives Considered and Rejected**

7.4.1 Several other options were considered during the course of developing this proposal and these are outlined in the table below, alongside the reasons why they are not being recommended.

Option title	Description	Reasons this option is not recommended to be pursued
Status Quo	Continue to deliver the service from the Spring Street site	Some annual revenue savings could be achieved if the service was redesigned and continued to be delivered from the existing site. However, it would not be possible to achieve similar annual revenue savings to the recommended option, due to the constraints associated with lone working at the current site. Additionally the significant capital investment required at Spring Street, means that this is not a sound option. For these reasons this is not a recommended option.
Outsource	Seek a provider to offer full kennelling and boarding services on behalf of the Council	This option would be unlikely to result in the same level of savings as the recommended option, as Transfer of Undertakings (Protection of Employment) Regulations (TUPE) would likely apply.
Move to a new site owned by an external provider	Seek a provider to offer a site with a kennels and cattery only - under this option SCC would continue to have full responsibility for the care of all	It would not be possible to achieve similar annual revenue savings to the recommended option, due to the constraints associated with lone working for this option. Additionally the soft market testing responses raised concerns about access to the service, due to the locations of the potential providers in the market. For these

	animals	reasons this is not a recommended option.
Re-locate & re-build	Seek to retain inhouse delivery of the service but relocate and builds new kennels elsewhere in the City, either by refurbishing an existing building or building from new	This option was explored in the CAPITA report in 2018. At that time the Council's Capital Delivery Service provided an estimate to rebuild the kennels in accordance with the following requirements: - 20 dog kennels, plus a minimum required external area and car parking - Minimum required new build land area of 1,200m ² . The capital costs were estimated to be between £1.4m and £2.3m (depending on refurbishment or new build). It is likely that if this exercise were to be repeated now these cost estimates would increase, given increasing land values and the recent spike in the cost of building materials. Additionally, this option would be unlikely to achieve similar annual revenue savings to the recommended option, due to the constraints associated with lone working for this option. The costs associated with this option are unaffordable and for this reason this is not recommended.

8. PRIVATE HIRER OPERATOR AND VEHICLE LICENCE POLICY

8.1 The Licensing Authority is seeking approval of the Private Hire Operator and Vehicle Licence Policy. The policy provides information and guidance on:

- Applications
- Decision-making
- Enforcement

In providing a publicly available document, it allows:

- Transparency
- Accountability

- Consistency

8.2 **RESOLVED UNANIMOUSLY:** That the **Waste and Street Scene** Policy Committee:-

- Adopt the Private Hire Operator vehicle licensing policy as set out in the report with the following amendments:
 - a. That the maximum age of the vehicle on first registration, at the point that the policy comes into force on the 1st February 2023, will be 5 years; and
 - b. That from the 1st of January 2025 it will be 4 years;
 - c. That from the point that the policy comes into force on the 1st February 2023, the maximum age of the vehicle at first registration, if the vehicle is Zero Emission Capable, is 7 years.
 - d. That the wording in the policy relating to front door signage be amended to '**securely**' attached in place of '**permanently**' attached.
 - e. That the wording in the policy relating to signage on the back doors is amended to refer to '**operator(s)**' in place of '**operator**', to allow for multiple operators to be shown on the signage.
 - f. Establish a Task and Finish group to carry out a piece of work on accessibility within the taxi trade/fleet, to include a particular focus on wheelchair accessible vehicles and space for storage of wheelchairs in none wheelchair accessible vehicles.
 - g. Request that officers evaluate the Policy in relation to the effectiveness of the signage 12 months after implementation.

8.3 **Reasons for Decision**

8.3.1 The Department for Transport recommends that licensing authorities make publicly available a cohesive policy document and to review this document every five years.

The licensing authority already has in place a Private Hire Operator and Vehicle Licence Policy document which has now been reviewed to take into account the recommendations in the Department for Transport 's Statutory Taxi and Private Hire Vehicle Standards.

The document is designed to:

- Provide individuals with a clear, consistent basis for submitting applications
- Provide a clear, consistent basis for determining licence applications

- Provide licensees with information on licensing requirements throughout the time they are licensed

It is recommended that Members approve the policy in order for the updated recommendations be implemented.

8.4 **Alternatives Considered and Rejected**

8.4.1 There are no alternative options under consideration.

9. **BUDGET POSITION 2023/2024**

9.1 The report updated the Policy Committee on the progress of the 2023/24 budget process. The appendix contained specific budget proposals that the Committee were asked to endorse.

9.2 **RESOLVED UNANIMOUSLY:** That the **Waste and Street Scene** Policy Committee:-

1. Note the update on the Council's 2023/24 budget position.
2. Endorse the budget proposals set out in the appendix.

9.3 **Reasons for Decision**

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

9.4 **Alternatives Considered and Rejected**

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

10. **STREET TRADING RESOLUTION**

10.1 This report set out a proposal to change the designation of streets in Sheffield City Centre from Consent Streets to Prohibited Streets and requests permission to commence the process to make that change starting with the publication of the Council's intention to pass a new resolution under the Local Government (Miscellaneous Provision) Act 1982.

10.2 **RESOLVED UNANIMOUSLY:** That the **Waste and Street Scene** Policy Committee:-

1. Consider and agree to move forward the proposal to change the designation of streets in Sheffield City Centre from Consent Streets to Prohibited Streets; and
2. Approve the commencement of the process to make that change including the publication of a notice of the Council's intention to pass a new resolution under the Local Government (Miscellaneous Provisions) Act 1982, Schedule 4 to designate all streets within the City Centre (Inner

Ring Road) as Prohibited Streets for the purpose of street trading.

10.3 **Reasons for Decision**

10.3.1 Moving forward with the proposals outlined in this Report will improve the on-street food trading offer across the city centre, providing more opportunities for local street food businesses (especially start-ups) and the creation of mini street food markets.

10.4 **Alternatives Considered and Rejected**

10.4.1 The Council could maintain the status quo. However, in order to secure the benefits outlined in the Report this option is not recommended.

11. **REVENUE BUDGET MONITORING REPORT - MONTH 6**

11.1 This report brings the Committee up to date with the Council's financial position as at Month 6 2022/23.

11.2 **RESOLVED UNANIMOUSLY:** That the **Waste and Street Scene** Policy Committee:-

1. Note the Council's financial position as at the end of September 2022 (month 6).

11.3 **Reasons for Decision**

11.3.1 This paper is to bring the committee up to date with the Council's current financial position as at Month 6 2022/23.

11.4 **Alternatives Considered and Rejected**

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