



**MINUTES OF MEETINGS
HELD 5TH FEBRUARY TO 1ST MARCH 2024**

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SHEFFIELD CITY COUNCIL

Waste & Street Scene Policy Committee

Meeting held 14 February 2024

PRESENT: Councillors Joe Otten (Chair), Mark Jones (Deputy Chair), Alexi Dimond (Group Spokesperson), Sue Alston, Christine Gilligan Kubo, Tim Huggan and Mike Chaplin

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillor Tony Damms and Councillor Sioned-Mair Richards.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 No items were identified where resolutions may be moved to exclude the press and public.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The Minutes of the meeting of the Committee held on 20 December 2023 were approved as a correct record, subject to the insertion of "To proceed with the decision on the basis of the information contained within the report" to paragraph 10.4.1 regarding alternative options.

4.2 It was noted that a point of clarification had been requested by Andy Buck regarding the response to his public question. Officers were in contact with Amey to confirm the date of completion for the repair works to Chippinghouse Road and a response would be provided to Andy Buck. This did not impact the accuracy of the Minutes.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 A petition had been received from Mandeep Khaira which had received 17 signatures:

"Obtaining a post box for Teynham Road, S5

We, the undersigned, petition the council to support the community in S5 to have a post box on Teynham Road, S5.

A local post box on Teynham Road would be beneficial to the community, to ensure that everyone can access a local post box without having to rely on public transport / use one in heavy traffic areas."

There was no speaker to this petition. The Chair responded with the following answer:

A meeting will be arranged with the petitioner to understand the need for a post box in the area. Post boxes are the responsibility of Royal Mail however, once further information has been gathered, the Committee may wish to write to Royal Mail to encourage them to provide sufficient coverage in the area.

5.2 Roy Morris from Better Buses for South Yorkshire attended the meeting and asked the following questions:

“I am a member of Better Buses for South Yorkshire. As well as buses, we are obviously concerned with issues relating to council policy on broader, loosely related issues. Therefore, I would be grateful for a slot to ask the following question at the next WSS meeting:

Would it be a positive development to publicise the use made of traffic infringement charges?

More detail:

- What use is made currently of funds collected?
- Is there a potential benefit in giving a higher profile to these funds and their use?
- Would such publicity facilitate the development and public acceptance of measures to move towards net zero?”

The Chair responded with the following answers:

In terms of traffic infringement charges, the council issues Penalty Charge Notices for civil contraventions of Parking, Bus Lane and Clean Air Zone restrictions. The police also issue fines for some parking, bus lane and other traffic related contraventions, but the council do not derive any income from those fines.

The Parking and Bus Lane Penalty Charge Notices issued by the council contribute towards the overall annual parking account. The Council publishes the account annually on its website. The use of the parking account is regulated by Section 55 (4) of the Road Traffic Regulation Act 1984 and the Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022. These regulations set out the purposes for which income beyond the costs of running the parking service can be used:

- Provision and maintenance of off-street parking (parking account only)
- Funding public transport
- Highway and road improvements
- purposes of environmental improvement in the local authority's area

In previous years surpluses have been spent on highway maintenance.

The Penalty Charge Notices for the Clean Air Zone are regulated by Part III and

Schedule 12 of the Transport Act 2000, Parts 2 and 6 of The Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013. In the event that net proceeds are generated from the Scheme over the opening ten year period, these proceeds would be applied to facilitate the achievement of relevant local transport policies in Sheffield's Transport Strategy and the Sheffield City Region Transport Strategy in accordance with the following high level spending objectives:

- supporting the delivery of the ambitions of the Scheme and promoting cleaner air;
- supporting active travel and public transport use;
- supporting zero emission and sustainable infrastructure and actions in and around the city to improve air quality.

A report to the Transport, Regeneration and Climate Policy committee on the 14 February 2024 will recommend endorsing the proposal to commit an initial £1m of CAZ surplus income to accelerate air quality improvement initiatives around schools and improve air quality for children traveling to school.

In terms of publicising the use of any surplus income, council officers brought a public report on the annual parking account to the Waste and Street Scene Policy Committee in December, with detail on the work undertaken by Parking Services to manage traffic and support bus priority measures. The report to Transport, Regeneration and Climate Policy Committee on CAZ income will be accompanied by a press release and ongoing communications plan relating to the clean air implementation plan.

The council is keen to promote net zero and measures to increase public transport patronage are an essential strand to improving overall carbon emissions in the city.

- 5.3 In response to a request by the Committee, Officers agreed to circulate a link to the webpage where the Annual Parking Account was published.

6. MEMBERS' QUESTIONS

- 6.1 There were no questions from Members of the Committee.

7. WORK PROGRAMME

- 7.1 The Principal Democratic Services Officer submitted a report containing the Committee's Work Programme which detailed all known, substantive agenda items for forthcoming meetings of the Committee to enable the Committee, other Committees, officers, partners and the public to plan their work with and for the Committee.
- 7.2 Officers agreed to schedule a walk round of match day parking at Sheffield Wednesday football ground and to arrange a meeting with the Sheffield Food Partnership following the election in May.

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

1. approves the Committee's work programme, as set out in Appendix 1, including any additions and amendments identified in Part 1;
2. gives consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme; and
3. 3. notes any referrals from Council or other Committees detailed in Section 2 of the report and agrees the proposed responses.

8. **REVIEW OF THE MOOR MARKET SERVICE CHARGE**

8.1 The Interim Operations Manager City Centre Maintenance and Sheffield Markets and Head of Street Scene Services presented a report that set out a proposal to review the service charge recharged to traders at the Moor Market and the reasons why officers considered that this needed to be implemented.

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

1. approves an increase to the service charge currently charged to market traders of CPI+8% (an increase of 14.8%);
2. approves a period of 12 weeks from the decision being taken to the implementation of the new service charge; and
3. agrees that further service charge reviews should take place annually for officers to make proposals to the Committee for moving towards full cost recovery or if necessary, proposals will be brought to maintain the service charge at that rate at the time of the report or reduce the service charge.

8.3 **Reasons for Decision**

8.3.1 The option outlined in scenario 5 (CPI+8%) provides a reasonable increase to the service charge that enables the Council to move towards full cost recovery whilst allowing time to assess the impact of the increase on traders, given that the service charge has not been increased in a number of years.

8.3.2 The Market Traders provide a valuable service and a service charge above CPI+8% may impact on occupancy levels or result in costs being passed on to customers.

8.4 **Alternatives Considered and Rejected**

8.4.1 The option to do nothing (scenario 1) has been rejected by officers due to the unsustainable nature of the increasing subsidy required on operational costs.

- 8.4.2 The option to move straight to full cost recovery (scenario 9) will be too much of an impact on the tenants. It's likely to create significant cost pressures that are too large to pass straight on to customers and may increase the markets vacancy rate, which will negatively financially impact the budgets for service charges and rents. Overall, it could undermine the financial position rather than improve it.
- 8.4.3 Other models of recharging the service charge such as a service charge only tenancy agreement are options that require further work that has not been possible to complete in time to consider for this paper.

9. PARKING FEES AND CHARGES

- 9.1 The Parking Services Manager and Head of Street Scene Services presented a report that reviewed the parking fees and charges and proposed changes to the charges for parking permits, bay suspensions, parking dispensations and parking tariffs. The proposed changes would help to better manage parking demand and contribute to wider traffic management and environmental objectives.
- 9.2 Members requested that the green permit and zoning schemes be reviewed as the number of green permits had increased significantly which was impacting on the availability of on street parking in the city centre.
- 9.3 **RESOLVED UNANIMOUSLY:** That the Waste and Street Scene Policy Committee:
4. approves an increase in Pay and Display tariffs in the parking zones outside the city, as detailed in Appendix A, and that these be implemented as soon as practicable;
 5. approves an increase to City Centre Zone Pay and Display tariffs, as detailed in Appendix A, noting that parking in Carver Lane, Devonshire Green, Milton Street and West Street Lane car parks is for a maximum of 6 hours and the rates for Wicker Lane car park are per two hours, and that these tariffs be implemented as soon as practicable with the following amendment:
 - a. that the City Centre discounted evening tariff, which is in place for Monday to Saturday of a £2 flat rate after 4.30pm (or £1.45 for up to 1 hour), be also applied to Sunday.
 6. approves changes to the permit pricing structure, as detailed in Appendix B of this report, and that these be implemented from 1st of April 2024;
 7. approves changes to the dispensation and bay suspension charges, as detailed in this report, and that these be implemented from 1st of April 2024;

8. approves an increase to Pay and Display tariffs in Parks car parks, as detailed in Appendix A, and notes that tariffs relating to those car parks which fall within charitable trust property will require the consent of the Charity Trustee Sub-Committee, and that these be implemented as soon as practicable;
9. approves a delegation to the Executive Director of Neighbourhoods Services, in consultation with the Committee Chair and Members of the Waste and Street Scene Policy Committee, to make future changes to the parking fees and charges contained within this document, where this supports effective management of demand for parking and contributes to wider traffic management objectives (provided they are not increased by less than a whole 5 pence or an amount greater than the rate of Consumer Price Index plus 1% from the date they were last increased); and
10. requests that officers in the parking services team work together with the Transport team to examine and review the green permit and zoning schemes and report findings and any recommendations for action or change to the appropriate committee.

9.4 Reasons for Decision

9.4.1 It is anticipated that the proposed tariff and fee changes set out in this report will help by better managing parking demand in areas and at times when demand is regularly and demonstrably outstripping supply.

9.4.2 It is therefore recommended that:

- Pay and Display tariffs in the parking zones outside the city centre are increased, as detailed in Appendix A, and that these are implemented as soon as practicable.
- City Centre Zone Pay and Display tariffs are increased, as detailed in Appendix A, and that these are implemented as soon as practicable.
- Changes to the permit pricing structure, as detailed in Appendix B of this report be approved and be implemented from 1st of April 2024.
- Changes to the dispensation and bay suspension charges, as detailed in this report, be approved and be implemented from 1st April 2024.
- Pay and Display tariffs in Parks car parks are increased, as detailed in Appendix A, and that these are implemented as soon as practicable.
- The Executive Director of Neighbourhood Services has authority, in consultation with the Committee Chair and Members of the Waste and Street Scene Policy Committee, to make future changes to the parking fees and charges contained within this document, where this supports effective management of demand for parking and contributes to wider traffic management objectives (provided they are not increased by less than a whole 5 pence or an amount greater than the rate of Consumer Price Index plus 1% from the date they were last increased).

9.5 Alternatives Considered and Rejected

- 9.5.1 The Council could maintain its current tariffs. This would not address the excess demand parking issues outlined in this report, nor enable other positive outcomes that may arise, such as better air quality.
- 9.5.2 The Council could make higher and more widespread increases in tariffs, but, with the information available, these are not thought to be appropriate or proportionate to achieve the aims of the proposed increases.
- 9.5.3 The Council could reduce the number of permits allowed at each residential property to restrict demand. This general approach could have a disproportionate effect in certain Peripheral Parking Zones and as such this would need to be considered in greater detail on a Zone-by one basis.

10. WASTE AND STREET SCENE CAPITAL STRATEGY 2024/25

- 10.1 The Head of Street Scene Services presented a report that set out the key priority areas for capital investment for the Waste and Street Scene Policy Committee and provided an overview of potential projects and priorities for the years 2024 to 2029, together with an overview of anticipated developments and challenges up to 2052. The Committee was asked to endorse the general approach to inform the Council's overarching Capital Strategy.
- 10.2 Officers agreed to provide further information on the arrangements with Veolia regarding the use of fleet vehicles for the waste contract and the preparedness to submit bids when funding is available to procure new green vehicles.
- 10.3 **RESOLVED UNANIMOUSLY:** That the Waste and Street Scene Policy Committee:-
 - 1. endorses the proposals set out in this report;
 - 2. notes that the proposals will be included in the draft Capital Strategy to be submitted by the Strategy and Resources Policy Committee to Full Council for approval in March 2024; and
 - 3. notes that, if approved at Full Council:
 - a. officers will prepare for and conduct consultation with relevant stakeholders (including with partners, staff, trades unions [if required] and in respect of equalities and climate change) on the proposals in this report in order to determine the final project proposals;
 - b. officers will work to develop any necessary detailed implementation plans for the proposals in this report so that the proposals can be implemented as planned; and
 - c. approval for detailed proposals will be sought as part of the monthly

capital approval cycle by the Finance Committee.

10.4 **Reasons for Decision**

- 10.4.1 Members are asked to note the unsustainable financial position highlighted by the medium-term financial analysis presented to Strategy and Resources Committee in September 2023.
- 10.4.2 This report and its recommendations set out how capital projects can continue to be developed and delivered, despite the limited resources available and continue to deliver quality infrastructure for the people of Sheffield.

10.5 **Alternatives Considered and Rejected**

- 10.5.1 The Council is required to both set a balanced budget and to ensure that in-year income and expenditure are balanced. Committee is invited to comment upon and endorse the current proposals to form part of the Council's wider Capital Strategy for 2024/25.

11. **USE OF GLYPHOSATE VIA THE STREETS AHEAD CONTRACT**

- 11.1 The Assistant Director – Highways presented a report that provided an update on the previous trials relating to reducing the use of Glyphosate and the outcomes of those trials. The report set out options and recommended actions for phasing out the use of Glyphosate in highway areas.
- 11.2 Officers agreed to provide further information on the outcomes from the trials of the FoamStream system by other authorities and whether the Council had designed its own trial differently, taking into account the findings from the other authorities.
- 11.3 **RESOLVED UNANIMOUSLY:** That the Waste and Street Scene Policy Committee:

1. approves the continuation of the city-wide reduction in the use of Glyphosate as was agreed unanimously on 27th September 2023;
2. agrees that officers supplement efforts to reduce the use of Glyphosate by carrying out limited operational trials of the FoamStream system during 2024;
3. agrees that officers use the FoamStream trials as the basis to calculate both cost and environmental implications of the system and present this to Committee in December 2025;
4. retains the option, in December 2025, to instruct the commencement of a further three-year trial of maintaining trial areas of the highway using alternative measures which are Glyphosate free from 1st January 2026 to

1st January 2029;

5. agrees that, if the legislative position on Glyphosate changes in the intervening period, officers commit to return to Committee within 3 months of any legislative change announcement with a revised position for the Committee to consider; and
6. agrees that, regardless of the legislative position, officers will return to Committee by December 2025 to advise on the total usage of Glyphosate products throughout the current trial of reduction measures, alongside detailed cost implications to enable the Committee to decide whether they wish to progress to the next phase of trials.

11.4 Reasons for Decision

11.4.1 Approval of the recommendations will allow:

- A continuing reduction in the use of glyphosate in highway areas across all of Sheffield.
- Establishing better baseline data around longer-term impacts of cessation.

11.5 Alternatives Considered and Rejected

11.5.1 The option to 'do nothing' was considered and discounted considering both the declaration of a Nature Emergency and the support received for the petition against the use of Glyphosate.

11.5.2 The option to cease the use of Glyphosate on all land immediately was considered but discounted due to high level of cost/expenditure. Sheffield has 1,064,045.03 square metres of high usage footways and 8,77,757.67 square metres of lower use footways in the city.

Based on a "worst case scenario" of around 10% of the footway network failing between 2023 and 2037 due to weeds and vegetation this is estimated to cover around £116 million pounds in resurfacing.

Additional Street Cleansing Costs have also been modelled based on 42 additional operatives, additional road sweepers, and other vehicles, and plant machinery being brought into the operation to uplift street cleansing service to manually remove weeds has also been costed at around £2.4 million per year – circa £32 million over the remainder of the PFI contract.

Therefore, the total potential cost implication of complete cessation in a worst-case scenario could be as high as £150 million of additional expenditure. This may however be mitigated should there be a legislative change.

11.6 During the discussion on the above item, Councillor Alexi Dimond left the meeting and did not return.

SHEFFIELD CITY COUNCIL

Transport, Regeneration and Climate Policy Committee

Meeting held 14 February 2024

PRESENT: Councillors Ben Miskell (Chair), Christine Gilligan Kubo (Deputy Chair), Andrew Sangar (Group Spokesperson), Ian Auckland, Denise Fox, Ruth Mersereau, Safiya Saeed, Richard Shaw and Mike Chaplin (Substitute Member)

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillor Craig Gamble-Pugh. Councillor Mike Chaplin attended the meeting as his substitute.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 No items were identified where resolutions may be moved to exclude the press and public.

3. DECLARATIONS OF INTEREST

3.1 Councillor Sangar declared a non-pecuniary interest in item 9 as the ward councillor for that area.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meetings of the Committee held on 11th December, 2023 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 No petitions were received from members of the public.

5.2 The Policy Committee received three questions from members of the public. Two members of the public did not attend to ask their questions, written responses would be provided.

Questions from Roy Morris

Would it be a positive development to publicise the use made of traffic infringement charges?

More detail:

- What use is made currently of funds collected?
- Is there a potential benefit in giving a higher profile to these funds and their use?
- Would such publicity facilitate the development and public acceptance of measures to move towards net zero?

The Chair thanked the questioner for attending to ask their question and explained

that the council issues Penalty Charge Notices for civil contraventions of Parking, Bus Lane and Clean Air Zone restrictions. The Council did not derive any income from police issued fines.

The Council published the parking account (where Penalty Charge fees are received) annually, on its website. The use of the parking account is regulated by Section 55 (4) of the Road Traffic Regulation Act 1984 and the Civil Enforcement of Road Traffic Contraventions (Approved Devices, Charging Guidelines and General Provisions) (England) Regulations 2022. These regulations set out the purposes for which income beyond the costs of running the parking service can be used:

- Provision and maintenance of off-street parking (parking account only)
- Funding public transport
- Highway and road improvements
- purposes of environmental improvement

The Penalty Charge Notices for the Clean Air Zone are regulated by Part III and Schedule 12 of the Transport Act 2000, Parts 2 and 6 of The Road User Charging Schemes (Penalty Charges, Adjudication and Enforcement) (England) Regulations 2013. In the event that net proceeds are generated from the Scheme over the opening ten year period, these proceeds would be applied to facilitate the achievement of relevant local transport policies in Sheffield's Transport Strategy and the Sheffield City Region Transport Strategy in accordance with the following high level spending objectives:

- supporting the delivery of the ambitions of the Scheme and promoting cleaner air;
- supporting active travel and public transport use;
- supporting zero emission and sustainable infrastructure and actions in and around the city to improve air quality

A report to the Transport, Regeneration and Climate Policy committee at the meeting recommended endorsing the proposal to for a **Clean Air Investment Fund** which would commit an initial £1m of CAZ surplus income, when this was generated, to accelerate air quality improvement initiatives around schools and improve air quality for children traveling to school.

In terms of publicising the use of any surplus income, council officers brought a public report on the annual parking account to the Waste and Street Scene Policy Committee in December 2023, with detail on the work undertaken by Parking Services to manage traffic and support bus priority measures. The report to Transport, Regeneration and Climate Policy Committee on CAZ income would be accompanied by a press release and ongoing communications plan relating to the clean air implementation plan.

The council was keen to promote net zero and measures to increase public transport patronage are an essential strand to improving overall carbon emissions in the city.

6. MEMBERS' QUESTIONS

6.1 No questions were received from members of the Committee.

7. WORK PROGRAMME

7.1 The Committee considered a report of the Director of Policy and Democratic Engagement on the Committee's Work Programme detailing all known, substantive agenda items for forthcoming meetings of the Committee, to enable this committee, other committees, officers, partners, and the public to plan their work with and for the Committee.

7.1.2 Councillor Safiya Saeed joined the meeting.

7.2 **RESOLVED UNANIMOUSLY:** That the Transport, Regeneration and Climate Policy Committee:-

1. That the Committee's work programme, as set out in Appendix 1 be agreed, including any additions and amendments identified in Part 1;
2. That consideration be given to the further additions or adjustments to the work programme presented at Part 2 of Appendix 1;
3. That Members give consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme; and that the referrals from Council and Local Area Committees (petition and resolutions) detailed in Section 2 of the report be noted and the proposed responses set out be agreed.

7.3 Reasons for Decision

7.3.1 To give the committee members an opportunity to consider the direction of the work programme, align it with their key priorities and create a manageable workload for the committee.

7.4 Alternatives Considered and Rejected

7.4.1 None

8. REGENERATION PROGRAMME UPDATE

8.1 Members considered a report of the Executive Director of City Futures that provided a summary of ongoing regeneration scheme projects in the city centre.

8.1.1 Questions were asked about the Castlegate site and the timeline of events leading to the demolition of the Market Tavern. The Chair explained that an internal investigation had been launched, by someone independent of the project, the results of which would be made public.

8.1.2 Members commented that it was exciting to see more people living within the ring road and asked if it would be possible to see the housing masterplan. Officers

agreed to provide a report on the work that was being undertaken with Homes England.

8.1.3 A question was asked about the Connected Places section of the report, the new bus stop hub on Rockingham Street and the well-used thoroughfare on Pinstone Street. It was suggested that a bus service was required where Pinstone Street meets The Moor. Officers confirmed that they would take that issue away to discuss and provide a written response.

8.2 **RESOLVED UNANIMOUSLY:** That the Transport, Regeneration and Climate Policy Committee:-

Notes the information contained in the report.

8.3 **Reasons for Decision**

8.3.1 Each project has been or will be subject to its own options analysis.

8.4 **Alternatives Considered and Rejected**

8.4.1 To ensure that the latest information is available and to provide an update on progress.

9. **FULWOOD 20MPH SCHEME SLO CONSULTATION REPORT**

9.1 The committee considered a report by the Executive Director for City Futures that detailed the consultation response to proposals to introduce 20mph speed limits in Fulwood, report the receipt of objections to the Speed Limit Order and set out the Council's response.

9.1.1 Members observed that many of the objections to the 20mph speed limit zones were with regards to the same issues and it was suggested that a list of frequently asked questions be included with the notice letters so that members of the public could make more informed objections. The officer advised that this was a matter they were aware of and that they worked closely with the Local Area Committees to try and address the common issues and get the correct messages out to residents.

9.2 **RESOLVED UNANIMOUSLY:** That the Transport, Regeneration and Climate Policy Committee:-

a) Approve that the Fulwood 20mph Speed Limit Order be made, as advertised,

b) Approve the introduction of a part time 20mph limit on Fulwood Road outside Nether Green School,

c) Note that objectors will then be informed of the decision by the Council's Traffic Regulations team and the order implemented on street subject to no road safety issues being identified through a Road Safety Audit (RSA) at the detailed design

stage.

9.3 **Reasons for Decision**

- 9.3.1 The adoption of the Sheffield 20mph Speed Limit Strategy established the principle of introducing sign-only 20mph speed limits in all suitable residential areas. Reducing the speed of traffic in residential areas should, in the long term, reduce the number and severity of collisions, reduce the fear of accidents, encourage sustainable modes of travel and contribute towards the creation of a more pleasant, cohesive environment.
- 9.3.2 Having considered the response from the public and other consultees it is recommended that the 20mph speed limit in Fulwood be implemented as, on balance, the benefits of the scheme in terms of safety and sustainability are considered to outweigh the concerns raised.
- 9.3.3 It is also recommended that a part time, advisory 20mph speed limit on Fulwood Road be approved for the same reasons as above.

9.4 **Alternatives Considered and Rejected**

- 9.4.1 In light of the objections received, consideration was given to recommending the retention of the existing speed limit in Fulwood (do nothing). However, such a recommendation would run contrary to the delivery of the Sheffield 20mph Speed Limit Strategy. This would also mean that pedestrian and cyclist safety would not be improved, and this would be detrimental to the Council's Active Travel ambition and vision of Safer streets in our city.
- 9.4.2 Another possible option is to reduce the scope of the scheme. This is not considered a suitable option as it is contrary to the Council's 20mph speed limit strategy that aims to install 20mph limits on all suitable residential roads.

10. **HIGH GREEN 20MPH SCHEME SLO CONSULTATION REPORT**

- 10.1 The committee considered a report by the Executive Director for City Futures that detailed the consultation response to proposals to introduce 20mph speed limits in High Green, report the receipt of objections to the Speed Limit Order and set out the Council's response.
- 10.2 **RESOLVED UNANIMOUSLY:** That the Transport, Regeneration and Climate Policy Committee:-
- a) Approve that the High Green 20mph Speed Limit Order be made, as advertised,
 - b) Note that objectors will then be informed of the decision by the Council's Traffic Regulations team and the order implemented on street subject to no road safety issues being identified through a Road Safety Audit (RSA) at the detailed design stage.
 - c) Approve the introduction of a part time 20mph limit on Greengate Lane outside Greengate Lane Academy subject to no road safety issues being identified

through a Road Safety Audit (RSA) at the detailed design stage.

10.3 **Reasons for Decision**

- 10.3.1 The adoption of the Sheffield 20mph Speed Limit Strategy established the principle of introducing sign-only 20mph speed limits in all suitable residential areas. Reducing the speed of traffic in residential areas should, in the long term, reduce the number and severity of collisions, reduce the fear of accidents, encourage sustainable modes of travel and contribute towards the creation of a more pleasant, cohesive environment.
- 10.3.2 Having considered the response from the public and other consultees it is recommended that the 20mph speed limit in High Green be implemented as, on balance, the benefits of the scheme in terms of safety and sustainability are considered to outweigh the concerns raised.
- 10.3.3 It is also recommended that a part time, advisory 20mph speed limit be introduced on Greengate Lane for the same reasons.

10.4 **Alternatives Considered and Rejected**

- 10.4.1 In light of the objections received, consideration was given to recommending the retention of the existing speed limit in High Green. However, such a recommendation would run contrary to the delivery of the Sheffield 20mph Speed Limit Strategy. This would also mean that pedestrian and cyclist safety would not be improved, and this would be detrimental to the Council's Active Travel ambition and vision of Safer streets in our city

11. **CLEAN AIR INVESTMENT FUND**

- 11.1 The committee considered a report of the Executive Director City Futures providing an update on the Clean Air Plan including the bus retrofit performance issues and the development of a proposal for clean air investment.
- 11.1.1 A member of the committee referred to a report in the press about the Fargate area of the city and the air quality levels still being poor and asked if this was the case. Officers explained that this had not previously been an area of concern and offered to check the data and provide a written response.
- 11.1.2 During the discussion of the above item the Committee agreed, in accordance with Council Procedure Rules, that as the meeting was approaching the two hours and 30 minutes time limit, the meeting should be extended by a period of 30 minutes
- 11.1.3 Councillor Saeed left the meeting.
- 11.2 **RESOLVED UNANIMOUSLY:** That the Transport, Regeneration and Climate Policy Committee:-
- Endorses the continued liaison with HM Government for greater financial support to deliver zero emission bus fleet ambitions in Sheffield to mitigate the impacts

resulting from the performance uncertainty and delay relating to the Department of Transport's (DfT) bus retrofit programme (see section 3.2) and the predicated effect this will have on achieving legal air quality limits within the shortest possible time (as per our Ministerial Direction),

- Endorses the proposed approach to clean air investment planning, and note that further development will continue,
- Endorses the proposal to commit an initial £1m of CAZ surplus income to accelerate air quality improvement initiatives around schools and improve air quality for children traveling to school, as described in section 3.1, and note that officers will keep members of the committee informed of the development of the initiatives.

11.3 Reasons for Decision

- 11.3.1 Our modelling (approved by Government) at OBC and FBC stage included showed that all buses in Sheffield and those on key routes in Rotherham needed to be a minimum of Euro VI standard equivalent to achieve nitrogen dioxide legal limits in the shortest possible time as per our Ministerial Direction.
- 11.3.2 Therefore, achieving reduced emissions from scheduled buses is a material part of our Directed scheme, fundamental to achieving compliance with legal limits and continued liaison with HM Government to secure greater financial support to provide funding and solutions to reduce bus emissions and transition to a zero-emission bus fleet in Sheffield is critical.
- 11.3.3 As set out in this and the December 2023 committee report a cautionary approach will be taken to expenditure of CAZ surplus income to ensure sufficient funds are retained to cover life-cycle operation costs and any further mitigating activities required to achieve legal nitrogen dioxide limits across the city. However, it is important that there is continued investment in complimentary activities to reduce traffic emissions and improve air quality.
- 11.3.4 The recommendations for initial investment build on existing, successful schemes enabling these to be expanded to benefit school children and communities across Sheffield.

11.4 Alternatives Considered and Rejected

- 11.4.1 The parameters for use of CAZ income are described in section 3.1 and 6.3 of this report. Options for investment of CAZ surplus must meet the legislative purposes set out in the CSO Clean Air Zone Charging Scheme Order | Sheffield City Council. Options that do not meet the legislative key criteria cannot be considered.
- 11.4.2 As described in section 3.0 eligible options are under development and will continue to be reviewed with TRC members as work progresses. Options being considered for further development include strategic infrastructure projects that provide significant improvements to active travel, public transport and complementary public realm and environmental infrastructure (e.g. green walls).

SHEFFIELD CITY COUNCIL

Finance Committee

Meeting held 19 February 2024

PRESENT: Councillors Zahira Naz (Chair), Mike Levery (Deputy Chair), Bryan Lodge (Group Spokesperson), Toby Mallinson (Group Spokesperson), Glynis Chapman, Marieanne Elliot, Mary Lea, Shaffaq Mohammed and Ibbby Ullah

1. APOLOGIES FOR ABSENCE

1.1 No apologies for absence were received.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 No items were identified where resolutions may be moved to exclude the press and public.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The Minutes of the meeting of the Committee held on 23 January 2024 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Two questions had been submitted by Aidan Cassidy from ACORN Sheffield. A representative did not attend the meeting to ask the questions therefore a written response would be provided.

6. MEMBERS' QUESTIONS

6.1 A schedule of questions to the Chair, submitted in accordance with Council Procedure Rule 16, and which contained written answers, was circulated. A supplementary question was asked under the provisions of Council Procedure Rule 16.4, the Chair agreed to provide a written response.

7. WORK PROGRAMME

7.1 The Committee received a report containing the Committee's Work Programme for consideration and discussion. The aim of the Work Programme was to show all known, substantive agenda items for forthcoming meetings of the Committee, to enable this Committee, other committees, officers, partners and the public to plan their work with and for the Committee.

7.2 Officers agreed to request an update on the Lease of land in Millhouses Park item

and the two items which had no Committee date allocated on the Work Programme.

7.3 RESOLVED UNANIMOUSLY: That the Finance Committee:-

1. approves the Committee's work programme, as set out in Appendix 1, including any additions and amendments identified in Part 1;
2. gives consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme; and
3. notes any referrals from Council (petition and resolutions) detailed in Section 2 of the report and agrees the proposed responses.

8. CAPITAL APPROVALS MONTH 9 (2023/24)

8.1 The Finance Manager submitted a report that provided details of proposed changes to the existing Capital Programme as brought forward in Month 9 2023/24.

8.2 Officers agreed to provide an update on whether the three tower blocks in the Nether Edge and Sharrow Ward were included in the Tower Block Fire Safety work.

8.3 RESOLVED UNANIMOUSLY: That the Finance Committee:-

1. approves the proposed additions and variations to the Capital Programme listed in Appendix 1;
2. approves the issuing of grant funding as identified in Appendix 2; and
3. approves the acceptance of grant funding as identified in Appendix 3.

8.4 Reasons for Decision

8.4.1 The proposed changes to the Capital Programme will improve the services to the people of Sheffield.

8.4.2 To formally record changes to the Capital Programme and gain Member approval for changes in line with Financial Regulations and to reset the Capital Programme in line with latest information.

8.5 Alternatives Considered and Rejected

8.5.1 A number of alternative courses of action are considered as part of the process undertaken by Officers before decisions are recommended to Members. The recommendations made to Members represent what Officers believe to be the best options available to the Council, in line with Council priorities, given the

constraints on funding and the use to which funding is put within the Revenue Budget and the Capital Programme.

9. AMENDMENT TO COUNCIL TAX LONG-TERM EMPTY PREMIUM AND INTRODUCTION OF SECOND HOME PREMIUM

9.1 The Senior Revenues and Benefits Manager and the Assistant Policy and Support Manager presented a report that provided details of the Council's powers to make changes to the Council Tax Long-Term Empty Premium and to introduce a new Council Tax premium for second homes.

9.2 **RESOLVED UNANIMOUSLY:** That the Finance Committee:-

1. notes the new powers which will enable the Council to make changes to the Council Tax Long-Term Empty Premium from 2024/25, and the ability to introduce a new Council Tax Premium for second homes from 2025/26; and
2. agrees to adopt these powers and introduce the Council Tax Long-Term Empty Premium, for dwellings empty and substantially unfurnished for more than 12 months, from 1 April 2024.

9.3 Reasons for Decision

9.3.1 Legislation provides for making changes to the Long-Term-Empty Premium and for the introduction of a second home premium.

9.3.2 The Council must decide if it wants to make changes to the Long-Term-Empty Premium. If the Council decides it wants to make changes to the Long-Term-Empty Premium, it must decide if it wants to do so from 2024/25 or from 2025/26.

9.3.3 The Council must also decide if it wants to introduce a second home premium. If the Council decides to introduce a second homes premium, that is agrees to apply a premium of 100% to dwellings that meet the definition of being a second home and that it will do so from 2025/26.

9.4 Alternatives Considered and Rejected

9.4.1 The alternative options the Council has is to not adopt these new powers and keep the Long-Term-Empty Premium the same and to not adopt the second home premium.

10. FINANCE COMMITTEE CLIMATE STATEMENT

10.1 The Director of Finance and Commercial Services presented a report that set out the Statement of Climate Commitments relevant to the Finance Committee.

10.2 **RESOLVED UNANIMOUSLY:** That the Finance Committee consider and agree the Statement of Climate Commitments relevant to the Finance Committee to

ensure that the proposed actions contained in such statement are reflected in their Work Programme.

10.3 **Reasons for Decision**

10.3.1 It is important that the response to the Annual Climate Progress Report is open and transparent in setting out the challenges which the local authority faces in making progress and clarifies future expectations on the part we all have to play in addressing climate change.

10.3.2 Committee do not currently have specific strategic goals for climate. The process required to develop these, and have the statements approved to be read at each committee meeting meant that option 5.2 was not feasible with the available resource and timeframe.

10.4 **Alternatives Considered and Rejected**

10.4.1 Not providing committee climate statements considered due to the resource required to collate.

10.4.2 Providing more detailed Committee Climate Statements that provided an overview of strategic climate goals, with each Chair then reading the committees statement publicly at their respective committee meeting following release of the report.

SHEFFIELD CITY COUNCIL

Strategy and Resources Policy Committee

Meeting held 21 February 2024

PRESENT: Councillors Tom Hunt (Chair), Fran Belbin (Deputy Chair), Angela Argenzio, Dawn Dale, Dianne Hurst (Group Spokesperson), Douglas Johnson (Group Spokesperson), Ben Miskell, Shaffaq Mohammed (Group Spokesperson), Zahira Naz, Joe Otten, Martin Smith, Richard Williams and Mike Levery (Substitute Member)

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillor Penny Baker.

2. EXCLUSION OF THE PRESS AND PUBLIC

2.1 It was noted that appendix 1 to the report at item 14 was not available to the public or press because they contain exempt information. If Members wished to discuss the exempt information, the Committee would ask the members of the public and press to kindly leave for that part of the meeting and the webcast would be paused.

3. DECLARATIONS OF INTEREST OR INABILITY TO VOTE ON THE SETTING OF THE COUNCIL TAX CHANGE

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the previous meetings held on 24 January 2024 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 Isabel Oleary attended to present the following questions that she had submitted:

Given Sir Mark Lowcock's recommendation number 11 that the Council should consider improvements to its information management, both in record keeping and in communication with the public, can the Leader provide specific examples of improvement?

I ask this question in the light of my knowledge of specific examples of recent poor information management. These include late or no responses to FOI requests, lack of retention of files that were sent to the Lowcock Inquiry, lack of responses to direct emails to officers and bizarrely, the apology to the courts being published not in Sheff News but placed directly in the archive.

Answer: As well as the matters that the Council got seriously wrong, the report also recognised issues that stem from years of funding cutbacks. We are in the process of making investments in our infrastructures and people even though we continue to face funding issues, as the budget report we are considering today shows.

This reinvestment is being led by the Future Sheffield programme, which has been reported to this Committee previously and will be updated here in the future and I hope you will see that progress is being made. Some improvements will take time, but we are committed to getting this right.

Specifically in response to your last point - the Street Tree Archive is a publicly accessible resource. It was set up to ensure that all information produced by the Council remains publicly available and in one place. The Council communicated directly with key stakeholders and interested persons to inform them that the apology to the courts had been added to the archive.

5.2 Russell Johnson attended to present the following questions that he had submitted:

1. SCC's Continuing Difficulty Accepting Challenge.

(a) Does the Leader share my concern that senior Officers are able to underperform by persistently failing to respond to communications, offering only repeated empty apologies when they do feel pressed to communicate, and manifestly fail to properly carry out their duties with no apparent sanction?

(b) Is it the Leader's view that the process for monitoring and, where relevant, acting on clear demonstrated incompetence, is currently sufficiently robust and timely? Thus ensuring that his Council administration led by Labour is able to move towards establishing a reputation of competence following years, nay, decades, of failure?

(c) Will he personally meet with concerned citizens to confidentially discuss Officers' performance so that he becomes more aware of such issues than is perhaps possible from their narratives alone?

(d) Would the Leader confirm that he believes that all in public service, whether elected or appointed, should adhere to the Nolan Principles and that prompt action where there is breach is necessary for organisations such as SCC to carry credibility with the public who fund their salaries or allowances?

Answer: Thank you for your question. Any matter of underperformance or incompetence is taken seriously by this council. There are clear processes for tackling performance or disciplinary matters for all officers, including senior and statutory officers of the council.

As the Leader of the Council, I fully support the Nolan Principles as a foundation for public service and I believe that the council has taken a proactive approach to demonstrating this through work such as the Street Tree Inquiry, our peer review and the Race Equality Commission.

But I will always listen to concerns from residents and if any matters of individual competence are referred to me, I will of course ensure that they are appropriately investigated.

2. Continuing Poor Performance - FOIRs and Complaints

Lowcock's Ultimate and Complete Truth 'Tablets of Stone' recommendations were released to the awestruck Council last March. This resulted in reassurances that there would be greater openness. However, FOIRs continue to be delayed and obstructed. In addition, some formal complaints have been 'in process' for ridiculously long periods of time.

(a) Is the Leader disappointed by this?

(b) If he is, does he expect improvement?

(c) Does SCC still take the view once expressed to me by the Chief Executive, that seekers of accountability should "just ask", rather than submit Requests?

Answer: Firstly, I want to say that I am absolutely committed to improving performance on Freedom of Information Requests and complaints. I see this as a key element of the Council's commitment to openness and honesty.

I understand and share your frustration that progress on improvements in this area have not been quicker. Volumes of new information requests continue to increase year-on-year and this is challenging to manage given the council's significant resource constraints.

An audit of the Council's FOI practices was carried out in May 2023 by the Information Commissioner's Office. An action plan has been developed and agreed by the Information Commissioner's Office and I fully expect to see improvements going forward. Progress on this will be monitored and performance reporting will be shared publicly.

In response to your last point, many people write to the Council or contact us through our contact centres every day for information and are given swift and accurate support. This is in line with principles of open government. Most of the time contacting the Council with an enquiry will get the information desired and by adding more to our archives we are also finding ways to make information accessible without the need for a formal request. So yes, I would encourage people to ask but I would also say that the formal requests route is important as it enables people to access the information they want or need through subject access requests and freedom of information requests.

5.3 Jonathan Feldman attended to present the following questions that he had submitted:

As a Jewish resident in Sheffield I am keen that my views are not represented by a synagogue I am not affiliated to.

Can the Council commit to ensuring that Sheffield Jews Against Israeli Apartheid will be able to participate in the new multifaith initiative especially given that the employment tribunal found this week that anti-Zionist beliefs qualified as a philosophical belief and thus also qualified as a protected characteristic pursuant to section 10 Equality Act 2010?

Answer: There has already been concerted effort to bolster interfaith dialogue over the last few months, including through work with an organisation called the Blackley Centre who specialise in supporting interfaith relations and convening interfaith conversations. We will work with faith leaders to support the development of a new Interfaith Compact for the city with the intention of launching this later in 2024.

We will seek for this to be an inclusive process, involving as many different faith communities in the city as possible.

I have asked officers to provide you with a more detailed response in writing.

5.4 June Cattell attended to present the following questions that she had submitted:

Your report to this meeting (Item 12) omits any reference to the recent ruling by the International Court of Justice and the immediate measures that Israel should take to prevent genocide against the Palestinian people. In the recent meeting held between the leader of the council and representatives of the steering group of the Sheffield Palestine Coalition, it appeared the leader was reluctant to acknowledge the serious findings of the judges at the ICJ and that it was sufficient for everyone to adopt a 'wait and see' approach.

Does the Council agree that everyone has a moral duty to do what they can to prevent genocide? Does the Council agree that there are steps it could take, however small, to minimise the risk that Sheffield Council could be supporting, however indirectly, Israel's actions in genocidal acts against the Palestinian people in Gaza?

Answer: I have been clear throughout this conflict that justice and international law must be upheld and I fully support the legal process underway at the ICJ.

I stated clearly at the meeting of Full Council on 7th February that the provisional measures set out in the ICJ's interim ruling must be followed. I said that it is imperative that Israel must comply with the orders of this ruling in full and said that I joined others in pressing for these orders to be implemented.

I want to reiterate that the loss of civilian life in Gaza and the humanitarian catastrophe that we now see is absolutely heartbreaking and that the UK government should be doing all it can to secure an immediate ceasefire and the restarting of peace talks.

I've had constructive conversations with the Sheffield Coalition and I'm grateful to them for engaging in these discussions positively and for taking the time to

share their views with me.

5.5 Hilary Smith attended to present the following questions that she had submitted:

Your report (item 12) refers to a number of demonstrations taking place in the city over the last few months. Are you aware that there has been at least one protest every single week in this city since mid October calling for a ceasefire, and that every single national protest in London has been supported by at least one full coach from Sheffield. Is the council aware of any issue in the last 50 years which has resulted in this extraordinary level of protest and active solidarity over a sustained period of time in Sheffield?

And yet the Council continues to be silent on the question of whether it should put a public statement of solidarity with the Palestinian people on its website.

Your report refers to differing strongly held views amongst Sheffield residents, but the report and the Impact statement characterise these as if talking about groups of people who support different football teams in the city, either United or Wednesdays. As if both points of view should be given equal weight and equal consideration by the Council. I reject this point of view and I invite the Council to do the same. It is the 2.4 million people of Gaza who are facing starvation and death by a combination of disease, untreated illness and injury, and military attacks. It is the occupied and oppressed people of Palestine who need our solidarity.

This is not a situation where the Council should or can stay neutral. Silence in the face of genocidal acts is complicity.

Will the Council make a public statement expressing solidarity and support with the Palestinian people?

Answer: The report we are considering today makes it clear that deep concerns have been raised by very many people about the violence and deaths in Gaza and the unresolved conflict. It rightly states that there are strongly held views amongst Sheffield residents regarding this issue, however I wouldn't characterise the EIA in the way that you have.

I don't believe that the council is or has been silent on the issue of the conflict. At the council meeting on 1st November the council passed a motion which:

- Condemned "the tragic loss of civilian life in both the Hamas terrorist attacks on the 7th of October and the ensuing bombardment of the Gaza strip by Israel";
- Stated that "there can be no justification for the loss of innocent lives, and all atrocities committed against civilians must be condemned and investigated";
- Made it clear that "all UK political leaders must call upon the Israeli Government to ensure enough food, water, medicine and electricity is provided to Gaza, that there must be clear humanitarian corridors, and that all actors must follow and be held accountable under international law"; and
- Called upon the UK Government to "call for an immediate ceasefire and to vote for this at the UN".

This resolution is published on the council's website and it was also submitted to the UK Government.

Sheffield was the first UK city of sanctuary and has a proud track record of standing up for those who have suffered human rights abuses or have fled to Sheffield from oppressive regimes around the world. I know from conversations with you that this is a part of the city's history that you and others are proud of, as am I.

The report that we will be considering later in this meeting demonstrates how the council is responding to the concerns raised about the ongoing conflict in Gaza by many in the city. I would like to thank you and other members of the Sheffield Coalition for taking the time to meet with me twice to help inform the content of the report.

The report reconfirms the council's continued recognition of the State of Palestine as a full, sovereign, and independent nation and outlines the ongoing appeals for donations to support the humanitarian effort in Gaza.

The report also confirms that the council has no relationship with any of the companies listed in the UN Human Rights Council's latest update.

A further report to be discussed by the committee later recommends that the Council enters into a friendship agreement with the city of Nablus.

A vote is due to take place in Parliament this evening on a motion urging an immediate ceasefire and I am sure that all members of this committee would urge all parliamentarians to vote for an immediate ceasefire, as I do.

5.6 Val Johnson attended to present the following questions that she had submitted:

The Council has been asked on several occasions about the fact that it banks with Barclays.

As a major customer of Barclays bank will you write to Barclays to ask them if they plan to review their investments and loans to companies which produce or sell weapons to Israel's military?

If you are not prepared to do this, can you explain why not?

Answer: The Council's contract with Barclays was procured in line with our ethical procurement policy. This allows us to ask for and take into consideration how the contract will generate social value within the city and more broadly.

However, I do not intend to write to Barclays because our ethical procurement policy does not allow us to take into account non-commercial matters that are prohibited by the Local Government Act 1988. This would include the set of issues that the questioner is concerned about.

We are currently conducting a review of our ethical procurement policy as part of developing a wider Commercial Strategy for the organisation. I will ensure that concerns raised by campaigners will be considered and taken into account as part of the review.

When our banking contract comes up for renewal we will procure it in line with the law and with our revised ethical procurement policy.

5.7 Calvin Payne attended to present the following questions that he had submitted:

Does the Leader of the Council share my dismay at Sheffield again recently appearing in the national news for all the wrong reasons? The mystery surrounding the Gleadless masterplan was reported by the BBC, whilst the Market Tavern demolition saw a word used that we have come to recognise - misleading.

Since the Lowcock report the council have repeatedly promised that honesty and transparency are at the core of their way of doing things. When will the people of Sheffield start to see any evidence of this welcome new behaviour?

Answer: Honesty and transparency are a key part of the Council's core values and are very important to me personally. Unfortunately, this does not mean that the Council will never make mistakes. What is more important is how we respond.

I want to be clear that I share your concerns about the Market Tavern. The decision to demolish the pub was not taken lightly and throughout the process partners should have been kept fully informed.

I am disappointed that this does not appear to have been the case and that people have been provided with inaccurate information.

We have written to partners to apologise and have asked that an internal investigation takes place to understand exactly what went wrong and determine any actions required.

5.8 Calvin Payne attended to present the following questions on behalf of Justin Buxton who was unable to attend:

Following the council's recent (carefully qualified) apology to the Lord High Chancellor for misleading courts by misrepresenting a meaningless document as a genuine contractual document. In July 2017 Sheffield City Council submitted sworn evidence to Leeds High Court and Justice Males in pursuit of an injunction against those protecting Sheffield's street trees stating, 'For the avoidance of doubt, the vast majority of street trees in Sheffield are being retained (30,000 out of 36,000).' Has the council sought independent advice from a lawyer to ascertain whether or not this sworn statement was less than accurate? Bearing in mind the then secret contractual obligation embedded in the Streetsahead contract to fell 17,500 street trees, regardless of their health or any other circumstances."

Answer: The Council committed to make apologies for those wrongs identified by Sir Mark in his report. The apology to the court does that in full and without reservation based on the Inquiry findings.

Having set up the Inquiry with a broad remit and allowing it access to all the information held by the Council, including the information you refer to, we have not reinvestigated matters or sought advice where the Inquiry did not make any finding.

6. MEMBERS' QUESTIONS

6.1 There were no Members' questions.

7. RETIREMENT OF STAFF

7.1 The Director of Policy and Democratic Engagement submitted a report on Council staff retirements.

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

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

<u>Name</u>	<u>Post</u>	<u>Years' Service</u>
<u>Children's Services</u>		
Shaun Larkings	Buildings Supervisor, Halfway Nursery Infant School	43
<u>Strategic Support Services</u>		
Linda McBean	Team Leader	45

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

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

8. WORK PROGRAMME

8.1 The Committee received a report containing the Committee's Work Programme for consideration and discussion. The aim of the Work Programme is to show all known, substantive agenda items for forthcoming meetings of the Committee, to enable this committee, other committees, officers, partners and the public to plan their work with and for the Committee. It was highlighted that

this is a live document and Members input to it was invaluable.

It was noted that the report contained recommendations in respect of a number of cross cutting issues and the most appropriate decision making Committee for these items. In relation to the Commission of Social Care Case Management System item it was reported that the Finance Committee did not feel that they were the correct Committee to consider this item. As a result, it was suggested that this Committee should give authority for either the Education, Children and Families Policy Committee or the Adult, Health and Social Care Policy Committee to take the decision on this issue, subject to discussions between the relevant Chairs of those Committees.

8.2 RESOLVED UNANIMOUSLY: That Strategy and Resources Policy Committee:-

(a) the Committee’s work programme, as set out in Appendix 1 be agreed, including the additions and amendments identified in Part 1 of the report;

(b) Members give consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme;

(c) approval be given to the consideration of cross cutting issues as follows:

A framework for Growth: Principles and Priorities	Strategy and Resources Committee
Violence against Women and Girls, Domestic and Sexual Abuse Strategy	Strategy and Resources Committee
Commission of Social Care Case Management System	Either Education, Children and Families Policy Committee or the Adult, Health and Social Care Policy Committee

; and

(d) the referrals from Council (petition and resolutions) detailed in Section 2 of the report be noted and the proposed responses set out be agreed;

9. REVENUE BUDGET AND CAPITAL PROGRAMME 2024-25

9.1 The Director of Finance and Commercial Services submitted reports containing proposals with regard to the Council’s Revenue Budget for 2024-25 and the Capital Strategy for 2023-2053.

The purpose of the Revenue Budget report is to:

- recommend to Full Council the City Council’s revenue budget for 2024/25, including the position on reserves and balances;
- recommend to Full Council to approve a 2024/25 Council Tax for the City Council; and

- recommend to Full Council to note the levies and precepts made on the City Council by other authorities.

The purpose of the Capital Strategy and Budget Book 2024-2054 is to provide a snapshot of our capital programme for the period 2024-2029, together with the background and context for our capital investment over this period and for the next thirty years.

In addition, the Director of Finance and Commercial Services submitted a supplementary report providing details of the South Yorkshire Fire and Rescue Authority Precept and details of the decisions taken at Finance Committee on Monday 19th February regarding premium Council Tax charges. The supplementary report set out newly stated recommendations featuring both these elements.

At the meeting the Director of Finance and Commercial Services outlined details of an additional recommendation to be added in respect of a delegation of authority to the relevant Director to increase fees and charges where they have been considered by a Policy Committee as part of the budget process and are included in Appendix 3 - Committee External Income of the Sheffield City Council Revenue Budget 2024/25.

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

1. As regards the Revenue Budget , approves for submission to the meeting of the City Council on 6th March 2024, the recommendations in the Revenue Budget report, as set out below:-

(i) To approve a net Revenue Budget for 2024/25 amounting to £543.815m;

(ii) To approve a Band D equivalent Council Tax of £1,932.56 for City Council services, i.e. an increase of 4.99% (2.99% City Council increase and 2% national arrangement for the social care precept);

(iii) To note that the Section 151 Officer has reviewed the robustness of the estimates and the adequacy of the proposed financial reserves, in accordance with Section 25 of the Local Government Act 2003. Further details can be found in Appendix 5 and within the Section 25 Statutory Statement on Sustainability of Budget and Level of Reserves from paragraph 2;

(iv) To note that, if overspends against the agreed budgets emerge, then Executive Directors and Directors will be required to develop and implement plans to mitigate fully any overspend, within 2024/25, in consultation with elected Members;

- (v) To approve the savings as set out in Appendix 2;
- (vi) To approve the revenue budget allocations for each of the services, as set out in Appendix 4a;
- (vii) To note that, based on the estimated expenditure level set out in Appendix 4 to this report, the amounts shown in part B of Appendix 6 would be calculated by the City Council for the year 2024/25, in accordance with sections 30 to 36 of the Local Government Finance Act 1992;
- (viii) To note the information on the precepts issued by the South Yorkshire Police & Crime Commissioner and of South Yorkshire Fire & Rescue Authority, together with the impact of these on the overall amount of Council Tax to be charged in the City Council's area;
- (ix) To note the precepts issued by local parish councils which add £676,767 to the calculation of the budget requirement in accordance with Sections 31 to 36 of the Local Government Finance Act 1992;
- (x) To approve the Treasury Management and Annual Investment Strategies set out in Appendix 7 and the recommendations contained therein;
- (xi) To approve the Minimum Revenue Provision (MRP) Policy set out in Appendix 7, which takes into account the revisions proposed for 2024/25 onwards;
- (xii) To agree that authority be delegated to the Director of Finance and Commercial Services to undertake Treasury Management activity, to create and amend appropriate Treasury Management Practice Statements and to report on the operation of Treasury Management activity on the terms set out in these documents;
- (xiii) To approve a Pay Policy for 2024/25 as set out in Appendix 8;
- (xiv) To agree that (a) the Members allowances scheme introduced in 2022/23 be implemented for 2024/25 and (b) to note that the Independent Remuneration Panel will review the Scheme each year, to make sure the scheme supports the governance structure and the roles and responsibilities of elected members;
- (xv) To note the determination of the Finance Committee on Monday 19th February 2024 to implement a second homes premium (as defined in the

report to that Committee) from 1st April 2025;

(xvi) To note the determination of the Finance Committee on Monday 19th February 2024 to bring forward the chargeable period of the Long Term Empty premium from 2 years of unoccupation to 1 year of unoccupation with effect from 1st April 2024; and

(xvii) Except where the decision is to be taken by the Council as a Charity Trustee, to delegate authority to the relevant Director to increase fees and charges where they have been considered by a Policy Committee as part of the budget process and are included in Appendix 3 - Committee External Income of the Sheffield City Council Revenue Budget 2024/25.

2. As regards the Capital Strategy, approves the submission to the meeting of the City Council on 6 March 2024, the recommendations:-

(i) To approve the contents of the Capital Strategy and the specific projects included in the years 2024/25 to 2028/29;

(ii) To note that the block allocations are included within the programme for noting at this stage and detailed proposals will be brought back for separate Member approval as part of the monthly monitoring procedures; and

(iii) To approve the proposed Capital Programme for the 5 years to 2028/29 as per Section F of the Capital Report.

9.3 Reasons for Decision

9.3.1 The City Council on 6 March 2024 meets to consider the Revenue Budget for 2024/25 and to determine the Council Tax for that year. The report provides information to enable the Council to set a budget and determine the Council Tax. The proposals set out in this report provide for a balanced budget to be recommended to Full Council.

Approval of the Capital Strategy and Budget Book will endorse the Council's proposed approach to capital investment for the next five years and will approve the capital programme to date set out at Section F.

9.4 Alternatives Considered and Rejected

9.4.1 A number of alternative courses of action are considered as part of the Business Planning process undertaken by Officers before options are recommended to individual policy committees. The recommendations made to Members represent what Officers believe to be the best options available to the Council, in line with Council priorities, given the constraints on funding and the use to which funding is put within the Revenue Budget and the Capital Programme.

9.4.2 It is a requirement for all local authorities to produce a Capital Strategy.

10. COUNCIL PLAN

10.1 The Chief Executive presented a report setting out a final draft of an ambitious four-year Council Plan for Sheffield City Council following public consultation.

The Council Plan aligns directly to our four-year Medium Term Financial Strategy. The new Plan sets out a clear mission statement for the organisation – ‘together we get things done’ - and five strategic outcomes for the organisation.

The commitments in the new Plan are our contribution to deliver Sheffield’s City Goals, ensuring that we will always put people at the heart of what we do and prioritise the long-term prosperity of the city, leading the transition to net zero economy while protecting our treasured local environment.

Since the committee endorsed the draft Plan in December, citizens, employees and partners have given their views via the Have Your Say Sheffield hub and a summary of this feedback is included in the report and in Appendix 2.

The Council Plan has been updated to reflect the feedback we have received and this is in Appendix 1.

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

(i) notes and thank citizens, employees and partners for comments and insights provided on the draft Council Plan as part of the Council Plan and Budget Conversation;

(ii) notes the updates and amendments that have been made in line with the feedback on the draft Council Plan; and

(iii) recommends the proposed Council Plan, as set out in Appendix 1, to Full Council for consideration at its meeting on 6th March 2024.

10.3 Reasons for Decision

10.3.1 The Council Plan provides a clear and positive statement of purpose and ambition for the whole council. It is aligned to our four-year Medium Term Financial Strategy and the draft outcomes will increasingly become the focus for our budget and Directorate Plans over the coming year.

10.3.2 Following consultation, the recommendation to Strategy and Resources Policy Committee will enable Full Council to consider the proposed Plan alongside the proposed 2024/25 Budget in March 2024.

10.4 Alternatives Considered and Rejected

- 10.4.1 **a) do nothing** – rejected – as set out in the Strategic Framework 2023/24, we are committed to developing and agreeing a medium-term plan for the council that sets out what we want to achieve for the city in the coming years and how we will contribute to the City Goals. The Council Plan is part of our Policy Framework and a critical step in our continued development as an organisation, connecting the ambitions and priorities of the administration to our Medium-Term Financial Strategy, workforce plans, Council Performance Framework, and Directorate Plans. It also ensures that we deliver on one of the key recommendations of the LGA Corporate Peer Challenge, further demonstrating our strategic development and maturity as an organisation.
- 10.4.2 **b) extend the Corporate Delivery Plan** – rejected – the Corporate Delivery Plan has provided vital stability and focus for the organisation over the last year, building on the One Year Plan, and bringing clear focus onto a number of key challenges that citizens wanted to see improve. However, the Corporate Delivery Plan was deliberately short term and as recommended by the LGA Peer Team, it is important to bring medium-term focus for the Council so that citizens, staff and partners understand our priorities and ambitions.

11. DELIVERY OF THE CITY'S HERITAGE STRATEGY

- 11.1 The Executive Director City Futures submitted a report responding to the request from Full Council that the Heritage Strategy for Sheffield be added to the Strategy and Resources Policy Committee workplan.

The endorsement of Strategy and Resources Policy Committee is requested against the initial actions identified, plus support for exploration into creating and sustaining a Sheffield City Council Heritage Officer post to help continue this work with the sector.

The Strategy and Resourced Committee is also recommended to formally adopt the Joined Up Heritage Sheffield Heritage Strategy.

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

(i) agrees to adopt the Heritage Strategy appended, as developed by Joined Up Heritage Sheffield;

(ii) notes the progress already being made in embedding heritage in Sheffield City Council policy and activity;

(iii) endorses the initial Heritage Strategy Action Plan actions identified;

(iv) support the exploration of ways to create and sustain a Sheffield City Council Heritage Officer post to help continue this work with the sector; and

(v) notes that implementation of the Heritage Action Plan will be monitored over a 12 month period and future reports will be brought to this committee.

11.3 **Reasons for Decision**

11.3.1 The motion passed by Full Council noted (in summary) that:

- the Heritage Strategy for Sheffield is unique in being a community-led strategy, created from the ground up by grass roots organisations;
- the aim of a Heritage Strategy is to protect and enhance a city's heritage and invigorate interest and development; believing that Sheffield's heritage is defined in its widest sense including not only physical assets such as historic buildings and structures, archaeological sites, historic townscapes and landscapes, scheduled monuments, registered parks and gardens, but also museums and art galleries and their collections, archives, libraries, public art, natural habitats, people and communities, spoken stories and much more;
- Sheffield's unique heritage is particularly inclusive, embracing the customs, traditions and skills developed locally, such as the 107 languages spoken, radicalism, anti-slavery campaigning, music, our working men's clubs, and Sheffield as the Home of Football;
- the importance of Heritage to our city recognises its social, environmental, educational and well-being benefits and its economic potential;
- the Heritage sector is an important source of economic prosperity and growth with a total GVA (Gross Value Added) of £36bn, supporting over 500,000 jobs nationally.

By formally adopting the Sheffield Heritage Strategy, Strategy and Resources Committee endorses all the benefits set out above.

The attached Action Plan sets out a way forward for Sheffield City Council to fulfil its role and further benefit from the opportunities which heritage offers.

In order to respond most positively to the heritage agenda, additional officer capacity would be needed to fulfil this potential.

11.4 **Alternatives Considered and Rejected**

11.4.1 Over recent years, Sheffield City Council has come to value the city's built heritage and distinctiveness through successful developments such as Kelham Island and Heart of the City, as well as community-based projects run by the University of Sheffield like Roots and Futures.

By adopting the Heritage Strategy and Heritage Action Plan, Sheffield City Council demonstrates support and leadership to maximise the benefits of heritage to the city.

While heritage-positive attitudes and priorities can be built into many areas of

the Council's work, we are severely limited by lack of capacity in developing this beneficial area of work.

An alternative approach would be to reject the idea of exploring a dedicated Heritage Officer. If this approach was taken, much of the activity outlined in 1.13 and the Action Plan will either not take place or will happen slowly and in a piecemeal way.

12. UPDATE ON SHEFFIELD CITY COUNCIL'S ACTIONS RELATING TO THE ONGOING CONFLICT IN ISRAEL AND PALESTINE

12.1 The Director of Policy and Democratic Engagement presented a report considering a series of actions to be undertaken by Sheffield City Council responding to concerns expressed by local people in relation to the ongoing conflict in Gaza and the humanitarian situation that continues to unfold. It also responds to a recent Full Council motion, which amongst other things, called for the Strategy and Resources Committee to consider whether Sheffield City Council should join the Sheffield Coalition Against Israeli Apartheid.

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

(i) notes that the aims of the Sheffield Coalition Against Israeli Apartheid are ones that Sheffield City Council may not lawfully implement, and therefore to note that the Council cannot join the Sheffield Coalition Against Israeli Apartheid;

RESOLVED UNANIMOUSLY: That Strategy and Resources Policy Committee:-

(ii) notes the concern of many people in Sheffield about the loss of civilian life in Israel and Palestine, to note the actions of many people in Sheffield who have campaigned against the ongoing violence, particularly in Gaza, and those who have fundraised to support the victims of the conflict, and to note the options available for Sheffield people to donate to the humanitarian response should they so wish;

(iii) notes that Sheffield City Council does not have any contractual relationship with any of the companies named in the UN Human Rights Council as enabling or supporting the construction or continued existence of illegal settlements in the Occupied Palestinian Territories and to note that the Council will always procure services in line with its Ethical Procurement Policy; and

(iv) notes Sheffield City Council's continued recognition of the State of Palestine as a full, sovereign, and independent nation, as set out in the resolution of Full Council on 4 September 2019.

(NOTE: The result of the vote on resolution (i) was FOR - 11 Members; AGAINST - 2 Members; ABSTENTIONS – 0 Members.

12.3 **Reasons for Decision**

- 12.3.1 By adopting the recommendations, the Council will demonstrate how it is responding to the concerns raised about the ongoing conflict in Gaza by many in the city, whilst ensuring that it acts in accordance with the legal framework laid down by Parliament.

12.4 **Alternatives Considered and Rejected**

- 12.4.1 The only alternative option considered was to join the Sheffield Coalition against Israeli Apartheid. As discussed in the body of the report, this option was likely to be unlawful and, as such, was discounted.

13. **INTERNATIONAL UPDATE**

- 13.1 The Executive Director City Futures submitted a report (a) noting that, in November 2023, Strategy & Resources Committee approved proposals for a new Partner City Policy, including assessment criteria for the purposes of assessing new approaches and reviewing the effectiveness of existing international relationships; and (b) providing a summary of the assessments recently undertaken in respect of both existing relationships and approaches received and makes recommendations in respect of decisions required of the Committee. The report also provides a summary of activities and events, linked to our international relations that have taken place over the last 12 months

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

(i) For the reasons set out in the report, agrees that the City Council:

- a) Relinquishes the relationship with Anshan;
- b) Does not reinitiate the Trade and Collaboration Agreements with the cities of Daqing and Nanchang;
- c) Retains the relationship with Chengdu;
- d) Retains links with Bapaume;
- e) Acknowledges the links with Estelí whilst acknowledging that this relationship is community-driven, rather than Council-led;
- f) Retains links with Bochum; Kawasaki; Khmelnytskyi and Pittsburgh;
- g) Takes no further action at this time in respect of the relationship with Donetsk;
- h) Acknowledges the historical and community links in the case of Kotli and the historical links with Kitwe, noting that the civic relationship in respect of each city is effectively dormant;
- i) Enters into a Friendship Agreement with Nablus; and
- j) Carries out further work in respect of identifying the potential opportunities with locations in South Korea.

(ii) That the Committee acknowledges the important role of the Lord Mayor in

respect of fostering new international relationships and helping to maintain existing links with Partner Cities.

13.3 Reasons for Decision

13.3.1 Development of the Partner City Policy included a commitment to undertake a follow-on review of all existing international relationships. Prior to this exercise, it is unclear whether any such review had ever been implemented previously.

13.3.2 The outcome of the review is that the City Council is able to focus on developing relationships with a much more manageable number of international locations which have a genuine desire to collaborate and where specific benefits can be identified.

13.3.3 This report presents the Council's first annual International Update. The intention is that a transparent overview of Sheffield's activities within the international arena will be provided each Municipal Year.

13.4 Alternatives Considered and Rejected

13.4.1 The alternative option is to retain the status quo. The development of proposals for a Partner City Policy, approved by Strategy and Resources Policy Committee in November 2023, was an acknowledgement that retaining the status quo was not appropriate. The review of existing international relationships is a direct result of that decision.

(NOTE: During the discussion of the above item the Committee agreed, in accordance with Council Procedure rules, that as the meeting was approaching the two hours and 30 minutes time limit, the meeting should be extended by a period of 30 minutes).

14. MULTI AGENCY RECOVERY FOLLOWING THE STANNINGTON, MALIN BRIDGE AND HILLSBOROUGH GAS OUTAGE (DECEMBER 2022)

14.1 The Executive Director City Futures presented a report outlining ongoing recovery actions following the significant gas outage and its associated impacts at Stannington, Malin Bridge and Hillsborough in December 2022, as well as introducing and sharing the multi-agency learning following this incident.

The report contains the following appendices:

Appendix 1 – Externally produced, multi-agency debrief report (closed item)

Appendix 2 – Recovery Coordinating Group case study and recommendations.

14.2 **RESOLVED:** That the public and press be excluded from the meeting before further discussion takes place on the grounds that, in view of the nature of the business to be transacted, if those persons were present, there would be a disclosure to them of exempt information as described in paragraphs 3 of Schedule 12A to the Local Government Act 1972, as amended.

- 14.3 The meeting discussed the exempt information contained in Appendix 1 – Externally produced, multi-agency debrief report.
- 14.4 At this stage in the proceedings, the meeting was re-opened to the public and press.
- 14.5 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee:-
- (i) notes and acknowledges the Recovery Coordinating Group case study and recommendations report (Appendix 2); and
- (ii) notes for information that the externally produced multi agency debrief report (Appendix 1 – closed item), acknowledging the delivery of these recommendations is being monitored through the Local Resilience Forum.
- 14.6 **Reasons for Decision**
- 14.6.1 Debrief and learning lessons post incident is standard national and local practice and in line with the national resilience standards of expectation, the learning shared as part of the attachments fulfils this requirement.
- 14.6.2 Sharing these lessons identifies across other agencies nationally is standard practice, in line with the processes put in place via the Cabinet Office, this will be achieved through sharing the learning resources outlined at section 1.6 (b) of the report.
- 14.7 **Alternatives Considered and Rejected**
- 14.7.1 It is best practice, following a major or significant incident to firstly identify learning to enable responder agencies to update and amend any plans or processes. It is nationally promoted this is achieved through a multi-agency debrief as was carried out in following the significant gas outage at Stannington, Malin Bridge and Hillsborough. It is common practice for this learning to be shared across different organisations nationally that this experiential learning can be applied in different regions. The Recovery Coordinating Group have developed products and tools to further support this and offer a more immersive, realistic “on the shelf” exercise.

SHEFFIELD CITY COUNCIL

Economic Development and Skills Policy Committee

Meeting held 21 February 2024

PRESENT: Councillors Martin Smith (Chair), Minesh Parekh (Deputy Chair), Henry Nottage (Group Spokesperson), Terry Fox (Group Spokesperson), Kurtis Crossland, Brian Holmshaw, Abdul Khayum, Barbara Masters and Laura Moynahan

1. APOLOGIES FOR ABSENCE

1.1 No apologies for absence were received.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 No items were identified where resolutions may be moved to exclude the press and public.

3. DECLARATIONS OF INTEREST

3.1 Councillor Nottage declared an interest in item 11 due to him being a business owner that had received a carbon audit under a Shared Prosperity Fund scheme.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meetings of the Committee held on 20th December, 2023 were approved as a correct record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 The Policy Committee received no petitions and one question from a member of the public. The member of the public did not ask their question in person, a written response would be provided.

6. MEMBERS' QUESTIONS

6.1 No questions were received from Members.

7. WORK PROGRAMME

7.1 The Principal Democratic Services Officer presented the Work Programme and made reference to a referral from Council asking that the Economic Development and Skills Policy Committee consider adding to its work programme, the completion of the Green Jobs and Skills Strategy initiated by Greens during the Cooperative Executive. Officers confirmed that details on this would be provided in the skills update to be provided at the March meeting of the committee.

7.7 **RESOLVED UNANIMOUSLY** that, having considered if they required any further additions or adjustments:-

1. the Committee's work programme, as set out in Appendix 1 be agreed, including any additions and amendments identified in Part 1
2. consideration be given to the further additions or adjustments to the work programme presented at Part 2 of Appendix 1;
3. Members give consideration to any further issues to be explored by officers for inclusion in Part 2 of Appendix 1 of the next work programme report, for potential addition to the work programme.

8. **CULTURE STRATEGY**

8.1.1 The committee considered a report seeking approval to make the grant award of £118,250 revenue funding from the Project Feasibility Fund to Harmony Works Trust Charitable Incorporated Organisation (CIO), for the development and completion of a detailed business case for a regional music education hub at Castlegate.

8.1.2 The Chair noted the thanks of the committee to everyone that had contributed to the project including the University of Sheffield and Arts Council England.

8.1.3 The committee offered its thanks to Rebecca Maddox, Head of Business Development for all her work on the strategy.

8.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee:-

1) Notes:

- the progress so far in developing a new Culture Strategy for Sheffield
- details of the Shared Prosperity Fund Year 3 Cultural Showcase activity
- detail of the Place Partnership bid which was recently submitted
- progress with the Cultural Pipeline Fund

2) Approves the grant award of £118,250 revenue funding from Project Feasibility Fund to Harmony Works Trust (CIO) for the development and completion of a detailed business case for the creation of a regional music education hub at Castlegate.

8.3 **Reasons for Decision**

8.3.1 The report provides a progress update on SCC's new Strategic Approach to Culture. The recommendations build on previous reports in September 2022, February 2023 and September 2023. The recommendation to support Harmony Works Trust (CIO) with Project Feasibility Funding builds on the principles of the Strategic Approach to Culture, and will create strong positive outcomes for education, skills, culture, regeneration and heritage.

8.4 **Alternatives Considered and Rejected**

- 8.4.1 The proposed allocation of PFF funding to Harmony Works Trust (CIO) could be refused. This would create a funding gap for the project and slow or stop the development work on the project. It would put at risk significant funds already secured by the project from Levelling Up Fund and National Lottery Heritage Fund. If the project did not proceed, this would be a huge loss for the city, especially for our young people and music-based groups.

9. ECONOMIC DEVELOPMENT & SKILLS CAPITAL STRATEGY

- 9.1.1 This report set out the key priority areas for capital investment for Economic Development and Skills and provided an overview of potential projects and priorities for the years 2024 to 2029, together with an overview of anticipated developments and challenges up to 2052. The Committee was asked to endorse the general approach to inform the Council's overarching Capital Strategy (which would be brought to Full Council for approval in March 2024).
- 9.1.2 Members queried the information provided in item 6 of the report and officers agreed to seek further clarification from the Finance team.
- 9.1.3 Discussion took place around the weighting that had been given to the climate emergency and the committee's responsibilities in relation to this. It was noted that the Transport, Climate and Regeneration Policy Committee had climate change as one of its remits, but consideration was given to whether this should be spread more widely. The Chair agreed to take this away and discuss with the Governance Committee as part of their work on committee remits.

9.2 RESOLVED: That the Economic Development and Skills Policy Committee:-

1. Endorse the proposals set out in this report.
2. Note that the proposals will now be included in the draft Capital Strategy to be submitted to Full Council for approval in March 2024 and, if approved:
 - a) Officers will work with Members to consult with relevant stakeholders (including with partners, staff, trades unions [if required] and in respect of equalities and climate change) on the proposals in this report to inform final project proposals;
 - b) Officers will work to develop any necessary detailed implementation plans for the proposals in this report so that the proposals can be implemented as planned; and
 - c) Approval for detailed proposals will be sought as part of the monthly capital approval cycle by the Finance Committee

(NOTE: The result of the vote was FOR – 8 Members; AGAINST – 0 Members; ABSTENTIONS – 1 Member)

9.3 Reasons for Decision

- 9.3.1 Members were asked to note the unsustainable financial position highlighted by

the medium-term financial analysis presented to Strategy and Resources Committee in September 2023.

- 9.3.2 This report and its recommendations set out how capital projects can continue to be developed and delivered, despite the limited resources available and continue to deliver quality infrastructure for the people of Sheffield.

9.4 **Alternatives Considered and Rejected**

- 9.4.1 The Council is required to both set a balanced budget and to ensure that in-year income and expenditure are balanced. Committee is invited to comment upon and endorse the current proposals to form part of the Council's wider Capital Strategy for 2024/25

10. **CLIMATE STATEMENT**

- 10.1 The committee considered a report of the Executive Director for City Futures seeking endorsement of the Economic Development and Skills Policy Committee's Climate Statement.

- 10.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee:-

- a) consider and agree the committee climate statement to ensure that the proposed actions contained within are reflected in their Work Programme.
- b) agree to the development of a monitoring process which will be presented to Committee for consideration in June 2024.
- c) review what other measures could be used to support or encourage further reduction in emissions from business and industry

10.3 **Reasons for Decision**

- 10.3.1 It is important that the response to the Annual Climate Progress Report is open and transparent in setting out the challenges which the local authority faces in making progress and clarifies future expectations on the part we all have to play in addressing climate change.
- 10.3.2 Committee does not currently have specific strategic goals for climate. The process required to develop these, and have the statements approved to be read at each committee meeting meant that option 5.2 was not feasible with the available resource and timeframe.

10.4 **Alternatives Considered and Rejected**

- 10.4.1 Not providing committee climate statements considered due to the resource required to collate.
- 10.4.2 Providing more detailed Committee Climate Statements that provided an overview of strategic climate goals, with each Chair then reading the committees statement publicly at their respective committee meeting following release of the report.

11. LIFELONG LEARNING AND SKILLS QUALITY UPDATE REPORT

11.1.1 The committee considered a report of the Director of Education and Skills containing updated information about provision in the Lifelong Learning and Skills Service up to 31 December 2023 as presented to the Lifelong Learning and Skills Advisory Board in January 2024. The report contained statistical information about the service, the numbers of learners being supported and the quality of provision.

11.1.2 Members requested feedback on the service from learners and officers agreed to share this with the committee and also a breakdown of the data by ward.

11.1.3 A question was asked about whether the survey that had been carried out gave any indication that learners were looking for courses that were not provided by the service. Officers acknowledged that this was the case and advised that a report on curriculum design would be brought to the committee at a future meeting.

11.2 **RESOLVED UNANIMOUSLY:** That the Economic Development and Skills Policy Committee:-

- 1) Note the content of the report.
- 2) Note that officers will provide the committee with updated information at regular intervals to ensure the activities of the service are appropriately shared to demonstrate performance and the against the grant funding received.

11.3 Reasons for Decision

11.3.1 This paper is to provide an update on the quality of provision current delivered.

11.4 Alternatives Considered and Rejected

11.4.1 No decision is required from Committee, this paper is to provide an update on the quality of provision current delivered.

SHEFFIELD CITY COUNCIL

Education, Children and Families Policy Committee

Meeting held 26th February 2023

PRESENT: Councillors Dawn Dale (Chair), Mohammed Mahroof (Group Spokesperson), Mike Chaplin (Substitute Member), Karen McGowan (Substitute Member), Ann Whitaker, Maleiki Haybe, Ian Horner and Paul Turpin (Substitute Member)

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1. APOLOGIES FOR ABSENCE

1.1 Councillors Nighat Basharat, Jayne Dunn and Maroof Raouf sent their apologies. Councillors Mike Chaplin, Karen McGowan and Paul Turpin attended as substitutes.

2. EXCLUSION OF PRESS AND PUBLIC

2.1 The Chair reported that two appendices relating to item 12 were not available to the public and press because they contained exempt information described in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 (as amended), relating to the financial or business affairs of any particular person. Accordingly, if the content of those parts of the report were to be discussed, the public and press would be excluded from the meeting.

3. DECLARATIONS OF INTEREST

3.1 No declarations of interest were received.

4. MINUTES OF PREVIOUS MEETINGS

4.1 The minutes of the previous meeting of the Education, Children and Families Committee, held on the 2nd of November 2023, were approved.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 No public questions or petitions were received from members of the public.

6. MEMBERS' QUESTIONS

6.1 No Members' questions were received on this occasion.

7. WORK PROGRAMME

- 7.1 The Committee received the Committee's Work Programme for consideration and discussion. The aim of the Work Programme is to show all known, substantive agenda items for forthcoming meetings of the Committee, to enable this Committee, other committees, officers, partners, and the public to plan their work with and for the Committee. Changes since the Committee's last meeting, including any new items, had been made in consultation with the Co-Chairs, Deputy Chair and Group Spokesperson, via their regular pre-meetings, and these were set out at the beginning of Appendix A of the report.
- 7.2 Members raised the issue of School Admissions, an item which was due to come to Committee in February. They stated that feedback had been given by parents that the information available on this subject could be improved. Councillor Dale stated she would be willing to set up a Task and Finish Group on this subject. Councillors Ann Whitaker, Nighat Basharat and Maroof Raouf volunteered to be on this group.
- 7.3 Members asked whether Race Equality had been placed on the agenda for next year's Policy Committee meetings. The Chair confirmed this would be looked at and stated that the Strategic Director of Children's Services would provide updates in their regular Update Report item.
- 7.4 **RESOLVED UNANIMOUSLY:** That the Committee's work programme, as set out in Appendix 1, be agreed, including the additions and amendments identified in Part 1.

8. SCHOOL ADMISSIONS

- 8.1 The Committee considered a report of the Strategic Director of Children's Services which sought approval to determine the proposed admission arrangements for 2025/26, including the oversubscription criteria and co-ordinated admission schemes for primary and secondary schools.
- 8.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:
1. The oversubscription criteria for Community and Voluntary Controlled Schools for 2025/26 (including for external Sixth Forms)
 2. Proposed Admission Numbers for 2025/26
 3. The statutory Primary and Secondary co-ordinated admission schemes for 2025/26
- 8.3 **Reasons for Decision**
- 8.3.1 The recommendation to approve the proposed admission arrangements for 2025/26 will ensure that the Authority carries out its statutory duty to consult and determine its admission arrangements for the 2025/26 academic year, including:

1. The oversubscription criteria (Including external Sixth Forms)
2. The proposed Admission Numbers
3. The statutory Primary and Secondary co-ordinated admission schemes.

8.4 Alternatives Considered and Rejected

- 8.4.1 The Admissions Review was a City-wide consultation which asked whether the current admission arrangements were still supported and were still fit for purpose. There continues to be a high level of support for the current arrangements and the current arrangements continue to deliver a high level of preferences met.

For the 2023 intakes for example a total of 95.34% were offered their first preference primary schools compared to a national average 92.5%. A total of 99.08% were offered one of their three preferred schools. For Year 7 admission to Secondary school 88.46% were offered a preferred secondary school compared to a national average of 82.6%. A total of 96.29% were offered one of their three preferred schools.

9. 16-25 YEARS SUPPORTED ACCOMMODATION SERVICE COMMISSION

- 9.1 The Committee considered a report of the Strategic Director of Children's Services which set out the statutory duties, provided an overview and sought approval from the Education, Children and Families Committee for the recommission of the 16-25 Supported Accommodation services.

- 9.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:

- approves the commission of a 16-25 years Supported Accommodation Service from external providers, with an estimated cost of £33.1 million over a period of 4.5 years, as set out in this report.

9.3 Reasons for Decision

- 9.3.1 The Council has a statutory duty under the requirements to support Looked after Children and Care Leavers as contained in The Children (Leaving Care) Act 2000, the Children Act 1989 and 2004 and Care Leavers (England) Regulations 2010.
- 9.3.2 The Council's existing framework contract for the delivery of the service will expire on 30th September 2024.
- 9.3.3 The Council wishes to re-commission the existing service for 4.5 years (1st October 2024 until 31st March 2029) with an estimated cost of £33.1 million.
- 9.3.4 Any re-commissioning of the service will seek the procurement and award of a 4.5-year contract in accordance with Public Contract Regulations 2015 and Contracts Standing Orders.

9.4 **Alternatives Considered and Rejected**

- 9.4.1 Do nothing - which we cannot as the provision of this Service is a statutory duty; therefore, we must deliver it.
- 9.4.2 Deliver the service in-house – we currently do not have the expertise or capacity to deliver the service in-house.
- 9.4.3 Do our own tender - which would be a collaboratively procured approach on the open market, through an open tender, as this would maximise the interest and competition and thereby return the most economically advantageous tender.

10. **PROPOSED CAPITAL PROGRAMME FOR 2024/25**

10.1 The Committee considered a report of the Strategic Director of Children's Services which set out the key priority areas for capital investment for the Education, Children and Families Policy Committee and provides an overview of potential projects and priorities for the years 2024 to 2029, with an overview of anticipated developments and challenges up to 2052.

10.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:

1. Endorse the proposals set out in this report.
2. Note that the proposals will now be included in the draft Capital Strategy to be submitted to Full Council for approval in March 2024 and, if approved:
 - a) Officers will work with Members to consult with relevant stakeholders (including with partners, staff, trades unions [if required] and in respect of equalities and climate change) on the proposals in this report to inform final project proposals;
 - b) Officers will work to develop any necessary detailed implementation plans for the proposals in this report so that the proposals can be implemented as planned; and
 - c) Approval for detailed proposals will be sought as part of the monthly capital approval cycle by the Finance Committee.

10.3 **Reasons for Decision**

- 10.3.1 Members are asked to note the unsustainable financial position highlighted by the medium-term financial analysis presented to Strategy and Resources Committee in September 2023.
- 10.3.2 This report and its recommendations set out how capital projects can continue to be developed and delivered, despite the limited resources available and continue to deliver quality infrastructure for the people of Sheffield.

10.4 **Alternatives Considered and Rejected**

- 10.4.1 The Council is required to both set a balanced budget and to ensure that in-year income and expenditure are balanced. Committee is invited to comment upon and endorse the current proposals to form part of the Council's wider Capital Strategy for 2024/25.

11. EDUCATION, CHILDREN AND FAMILIES COMMITTEE CLIMATE STATEMENT

- 11.1 The Committee considered a report of the Strategic Director of Children's Services which aimed to do the following:

1. Respond to the Annual Climate Progress Report 2022/23 in a timely manner.
2. Restate the cross-party council commitment to taking what action we can to address the climate emergency, adapt our city and council for a changing climate and reduce emissions to achieve our ambition to be a net zero city and council by 2030.
3. Increase understanding of the impact climate change will have on committees, the opportunities that tackling climate change offers, and the contribution to climate and net zero action each committee is currently making and needs to make moving forward.

- 11.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:

- (a) consider and, if not previously agreed, agree (with or without amendments) their respective statement to ensure that the proposed actions contained in such statement are reflected in their Work Programme.

11.3 Reasons for Decision

- 11.3.1 It is important that the response to the Annual Climate Progress Report is open and transparent in setting out the challenges which the local authority faces in making progress and clarifies future expectations on the part we all have to play in addressing climate change.

- 11.3.2 Committee do not currently have specific strategic goals for climate. The process required to develop these, and have the statements approved to be read at each committee meeting meant that option 5.2 was not feasible with the available resource and timeframe.

11.4 Alternatives Considered and Rejected

- 11.4.1 Not providing committee climate statements considered due to the resource required to collate.

- 11.4.2 Providing more detailed Committee Climate Statements that provided an overview of strategic climate goals, with each Chair then reading the committees statement publicly at their respective committee meeting following release of the report.

12. THE CHILDCARE REFORMS (SPRING BUDGET 2023)

12.1 The Committee received a report of the Strategic Director of Children's Services which provided Members with an overview of the Childcare Reforms announced in the Spring Budget 2023, sought approval for the Local Authority's next steps in delivering the requirements of the Childcare Reforms and sought delegations for the agreement to proceed to develop delivery plans in accordance with the Department for Education guidance and implement these.

12.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:

- Noted the contents of the report regarding childcare provision and the Childcare Reforms announced in the Spring Budget 2023
- Approved the Council proceeding to develop the Extended Entitlement Delivery Plan and the Wraparound Delivery Plan as set out in the report
- To the extent that they require decisions not covered by existing officer delegations, delegate authority to the Strategic Director of Children's Services to: a. agree and implement the Extended Entitlement Delivery Plan as set out in sections 2.4 and 4 of this report; b. agree and implement the Wraparound Delivery Plan (subject to Department for Education's approval), as set out in sections 3.4 and 4 of this report; c. allocate grant awards above £50,000 from the Wraparound grant funding of £2.678m where set out in the Wraparound Delivery Plan and in accordance with section 4.5.2 of this report; and d. agree the strategy for the allocation of the capital Childcare Expansion Grant of £849,000 for Extended Entitlement and Wraparound Care provision prior to allocations being submitted for approval by the Finance Committee (as part of the Local Authority's Capital Approvals Process) as set out in section 4.5.3 of this report.
- Note the decisions at 3) above will only be exercised by the Strategic Director of Children's Services pursuant to the Childcare Reforms Governance Board's process as set out in section 5 of this report.
- Note that the Local Authority Delivery Support grant of £102,000 is to be retained centrally by the Local Authority, in accordance with the grant terms, to cover administrative costs for the implementation of the Extended Entitlement Delivery Plan as set out in section 4.5.1 of this report.
- Note that £294,000 (11%) of the Wraparound grant funding is to be retained centrally by the Local Authority, in accordance with the grant terms, to cover administrative costs for the implementation of the Wraparound Delivery Plan as set out in section 4.5.2 of this report.
- Note that a further update paper on the Childcare Reforms will be presented at a future Committee.

12.3 Reasons for Decision

12.3.1 Due to the short timescale for the implementation of the Childcare Reforms programme it is proposed that the Local Authority proceeds to implement option

2 above. By agreeing the approach to deliver the Childcare Reforms, as set out in this report, this will enable the Local Authority to commence the implementation process whilst the Extended Entitlement Delivery Plan and the Wraparound Delivery Plan are being finalised, which will ensure timely compliance with the Government's requirements. Further updates will be provided to the Committee in a future report.

12.4 Alternatives Considered and Rejected

12.4.1 Do nothing – this is not a viable option as the Local Authority would be in breach of its statutory duty to ensure that there is sufficient childcare for working parents/carers, or parents/carers who are studying or training for employment, for children aged 0 to 14, or up to 18 for children with special educational needs and disabilities. Doing nothing would mean that the Local Authority's existing childcare provision will be insufficient to meet the demands of the first phase of the roll out, which comes into effect in April 2024 (parents/carers are able to apply for this from 2 January 2024) as well as the second phase which is to be implemented in September 2024.

12.4.2 Proceed to implement the Childcare Reforms – as set out in the Recommendations section of this report. This option allows the Local Authority to start the implementation process, meet its statutory duties and be compliant with the Government's requirements.

13. CORPORATE PARENTING PLAN

13.1 The Committee received a report of the Director of Strategic Director of Children's Services on the Corporate Parenting Strategy 2023-26. The report was outlined as follows:

Corporate Parenting is the term used in law to describe the collective responsibility to provide care for and support children in our care and our care leavers to ensure they have every opportunity to reach their full potential.

The Corporate Parenting Strategy 2023-26 demonstrates the Council's commitment to ensuring that the life chances of every child and young person in its care are improved in line with their peers. We will act as strong advocates to ensure their needs are met in the best way possible, and to prioritise access to resources. We believe that every child and young person in Sheffield should have the best possible start in life and the opportunity to thrive. We want to ensure that care experienced children and young people receive the right support, at the right time and in the right place.

When providing a service for our children and young people in care, we will challenge ourselves by asking, 'would this be good enough for my child?'

This strategy outlines our commitment to ensure that children are at the centre of our practice, that they feel safe and secure, have stability in their lives, that they are emotionally well and that we help them to achieve their full potential by supporting them in fulfilling their ambitions and aspirations.

13.2 **RESOLVED UNANIMOUSLY:** That the Education, Children and Families Policy Committee:

1. Approve the Corporate Parenting Strategy 2023-26 as set out at Appendix 1.

13.3 **Reasons for Decision**

13.3.1 Approval of Corporate Parenting Board to undertake the monitoring and oversight of progress against the delivery plan, and annual review of the aspirations, will ensure consistent oversight of the delivery of the strategy and escalation as appropriate if issues arise.

13.3.2 We are accountable for the delivery of our strategy to: - Sheffield Children in Care Council and Sheffield Care Leavers' Union - Young People's Reverse Scrutiny Panel - Sheffield Corporate Parenting Board

13.4 **Alternatives Considered and Rejected**

13.4.1 Alternative option not to approve the new Strategy, is rejected. This would mean the Council does not have an accurate and up to date strategy that sets out its commitment in line with the corporate parenting duty. Governance of the delivery of the strategy will not be articulated and understood and may result in failure to escalate issues as they arise.

14. SEND SEF AND TRANSFORMATION WORK

14.1 The Committee received a report of the Director of Strategic Director of Children's Services which provided an overview to the Education Children and Families Policy Committee of the Special Educational Needs / Disability (SEND) and Alternative Provision (AP) Self Evaluation Framework.

14.2 The Committee noted the report.

15. UPDATE REPORT FROM THE STRATEGIC DIRECTOR OF CHILDREN'S SERVICES

15.1 The Committee received a report of the Director of Strategic Director of Children's Services which provided a Strategic Director's update on the performance and governance of Children's services, including progress in meeting DCS (Director of Children's Services) accountabilities and delivering on our statutory requirements. It also provided an update regarding progress in relation to the Council's Delivery Plan, key strategic events and issues on the horizon.

15.2 The Committee noted the report.

SHEFFIELD CITY COUNCIL

Governance Committee

Meeting held 28 February 2024

PRESENT: Councillors Fran Belbin (Chair), Sue Alston (Deputy Chair), Simon Clement-Jones, Dianne Hurst, Mary Lea, Mike Levery, Laura Moynahan, Paul Turpin and Ruth Milsom (Substitute Member)

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1. WELCOME AND HOUSEKEEPING

- 1.1 The Chair Councillor Fran Belbin welcomed everyone to meeting of the Governance Committee and introduction were given.
- 1.2 Members of the public had been invited to attend this meeting in person and via the hybrid connection to contribute to the discussions on agenda items 7 and 9.
- 1.3 The Chair proposed that item 9, Member Role Profile would be taken ahead of Item 8, Governance to support partnership working with the NHS and other partners across Sheffield. It was agreed that public questions submitted by Ruth Hubbard would be taken as part of item 9, as these questions directly related to this agenda item.

2. APOLOGIES FOR ABSENCE

- 2.1 An apology for absence was received from Councillor Alison Norris. Councillor Ruth Milsom attended as a Substitute Member.

3. EXCLUSION OF PUBLIC AND PRESS

- 3.1 There were no items identified where a resolution may be moved to exclude the press and public from the meeting.

4. DECLARATIONS OF INTEREST

- 4.1 There were no interests declared at the meeting.

5. MINUTES OF PREVIOUS MEETING

- 5.1 Resolved: That the minutes of the previous meeting held on 14th December 2023, were agreed as an accurate record.

6. PUBLIC QUESTIONS AND PETITIONS

- 6.1 The Committee had received a set of questions prior to the meeting from Ruth Hubbard that related to Item 9, Member Role Profiles, on the agenda. It was agreed that these would be considered alongside the agenda item.
- 6.2 No petitions had been received for consideration at the meeting.

7. PUBLIC QUESTIONS AND PETITIONS REVIEW: LATEST DRAFT PROPOSALS AND NEXT STEPS

- 7.1 The Committee considered a report of the Director of Policy and Democratic Engagement, James Henderson regarding Public Questions and Petition Review: latest draft proposals and next steps. Laurie Brennan, Head of Policy and Partnership was in attendance to present the report to Members.
- 7.2 The purpose of the report was to provide the Committee with the developing draft proposals and recommendations from the review of public questions and petitions. The working draft report following the review along with the draft recommendation was provided and this had been developed with citizens and members. It was proposed that citizens were invited to provide final comments on the proposals by 6th March via the Governance Committee and the Have your Say Sheffield online engagement portal.
- 7.3 The finalised detailed proposals would be presented to the Committee on 27th March 2024 and subsequent approval at AGM in May 2024.
- 7.4 The Head of Policy and Partnership advised that the proposal would be to trial the new format from the new municipal year.
- 7.5 The Committee discussed the item and length and key points arising from the discussions were:-
- The constitution includes guidelines in terms of the parameters around public questions, however the General Counsel advised that clarity was needed to ensure these applied to all Committees of the Council and not just Full Council. There was a process in place that required the General Counsel and the Director of Policy and Democratic Engagement to check all Public Questions against the required parameters.
 - Councillor Turpin felt the 6 working deadline was useful, but that the deadline of 30 minutes before the meeting at the Chair's discretion should be an hour or to remove 'at the Chairs discretion'.
 - Councillor Turpin advised that he thought the LAC's worked well and allowed public discussion, but a triaging system was needed to allow actions to followed through.
 - Councillor Milsom advised that the LAC's were another way to engage and allowed for a lot more discursive discussion. The LAC's provided a good balance with the workshop style of meeting. Councillor Misom advised that there could be more dialogue with the public before a LAC or other meeting and felt that more time should be built into the system to allow this.
 - Councillor Milsom advised that there were more ways for the public to engage with the Council rather than through Public Questions and there

was plenty of opportunity to create this and modernise how the Council worked.

- Councillor Hurst welcomed the exercise, but the system could sometimes pose barriers. It was a big deal for citizens to attend Full Council and clarity should be given on whether we can do the things we say in our answers to public questions.
- Councillor Alston found the change in deadline would be helpful and would reduce the times the council had to say, 'we will come back to you with an answer'.
- Councillor Alston advised that a word limit would be preferred, rather than a time limit. Councillor Alston queried why there would be an option for a written answer to a statement when it was not a question. The Council should also bear in mind that if the proposed process for public questions was not working, changes would be made, the trial would not run for the whole 12 months.
- Ruth Hubbard found the report really positive and commented that Sheffield was the only Council in the Country to do a review on this. Ms Hubbard advised that she would like to see effort made in making it more accessible to ask a question and see much more upfront, she highlighted that SCC was committed to making the process more accessible. SCC did not see public questions as part of the system, they were dealt with separately. SCC was the only Council to get high numbers of public questions and the question was, was the Council not responsive enough to its engagement.
- John Johnson welcomed the work in progress and would like to see the process a lot less confrontational. Mr Johnson commented that there should be a mechanism to direct a question to another committee instead of disallowing.
- Councillor Paul Turpin advised that enabling anonymity in the public forum could be a good and a bad thing. He didn't wish for this to be used as a way for a member of the public to continue torment of a Councillor and would want to know how this would be monitored.
- Councillor Simon Clement-Jones wanted clarity around when someone leaves or turns up to a meeting will their question be read out and provided with an answer, this was part of accessibility, should it be read out? The Chair advised that all public questions should be part of the public domain.
- Jenny Carpenter added that allowing the public questions at the particular agenda points may allow for a better answer if the public could interact.

7.6

- 7.7 The Committee were broadly in agreement with the proposals put forward in the report. It was advised that all the information and comments made from this meeting would be collated together and brought back to the next meeting on 27th March 2024.

Resolved: That the Governance Committee:

1. thanks citizens and stakeholders for their contributions to the review of public questions and petitions;
2. considered and commented on the draft proposals to reform public questions and invited contributions from citizens who wished to participate in the discussions at the committee;
3. invites citizens and stakeholders to provide feedback on the current draft proposals by 6th March 2024; and
4. agrees to receive a final draft set of proposals at the next meeting of the Governance Committee on 27th March 2024.

8. MEMBER ROLE PROFILES

- 8.1 The Committee considered a report of James Henderson, Director of Policy & Democratic Engagement regarding Member Role Profiles.

- 8.2 The purpose of the report was to set out practical actions to achieve the aim of 'Improving how we explain the system' from Action 1.3 in the Governance Review Implementation Plan. The action includes producing clearer guidance on the roles and responsibilities for Chairs, Co-Chairs, Deputy Chairs and Group Spokespersons and how officers were expected to brief and interact with these roles.

- 8.3 Jason Dietsch, Head of Democratic Services presented the report to the committee and advised that the profiles were an overview of skills and were not a definitive guide. The Member Development Working Group were currently working on other role profiles.

- 8.4 The Chair invited Ruth Hubbard to ask her public questions and the Chair provided a response following each one.

a) There is no mention anywhere of roles or responsibilities in relation to LACs or how they fit. This seems odd, particularly, as I recall, when LAC arrangements have their own section in the constitution.

The Chair advised that –

- We were producing a new role profile for the role of LAC Chair and would take the opportunity to think about the role of all councillors in relation to Local Area Committees.

- The city councillor role profile did not specifically mention LACs (or other specific committees by name). However, there was a strong emphasis on the elected members' role as representative and advocate and them building relationships with residents and other organisations in their communities.

City Council Role Profile: "Purpose/role: 1. Be a representative of your ward and an advocate for the communities within it. 2. Communicate effectively and build strong relationships with local residents, businesses, organisations and interest groups, keeping them informed about the issues that affect them and representing their views at council meetings. 3. Provide community leadership and support the Council to work in partnership with local communities and organisations to deliver better services and have a positive impact in the area. 4. Empower and enable the communities in your ward to develop solutions and work in partnership with you to deliver improvements to the local area"

- One of the points of reference for the work was the '21st Century Councillor' which emphasized the role of councillors as being strongly rooted in their wards and communities and working in partnership across their locality.
- The role profiles were not seeking to duplicate or replace the Constitution, the relationship with the LACs was set out in the Constitution. The role profiles make links to the procedures/terms of reference set out in the Constitution and the option to refer to other committees/decision making bodies, without being specific.
- We had tried to keep role profiles independent of each other, so they remained fit for the future depending on any changes in committee arrangements.

b) There is one mention of 'equalities' (if one looks closely) but a pretty passive one alongside a bunch of things in relation to following policy. Can't, and shouldn't, we do a bit better than this?

The Chair advised that; -

- Each role profile included adherence to the Councillor Code of Conduct, the Council's equality policies and the Council's values.
- This was included as point 1 in the City Councillor role profile to emphasize its importance.

"Responsibilities 1. Adhere to the Council's Code of Conduct for Elected Members, equality policies and Council Values; uphold the Seven Principles of Public Life and challenge behaviour which falls below expectations."

- The Code of Conduct was referred to in the role profiles and it included the role councillors have in relation to promoting equality and providing an environment free from harassment, discrimination, and victimisation and bullying and by treating people with respect.

Part 2 of the Code of Conduct; “Members must promote equality and inclusion by providing an environment free from harassment, discrimination, and victimisation and bullying and by treating people with respect, regardless of their age, disability, gender, race, religion/ belief, sexual orientation or marriage/ civil partnership status...

“The Equality Act 2010 places specific duties on local authorities. Councillors and co[1]opted members have a central role to play in ensuring that equality issues are integral to the local authority's performance and strategic aims, and that there is a strong vision and public commitment to equality across public services.”

- We had considered equalities throughout the development of the role profiles and a summary of that thinking was in the Equalities Impact Assessment and the report to the Governance Committee.
- One of the purposes of the role profiles was to identify the learning and development, knowledge and skills and priority areas for member development activity and to make sure that these were incorporated in the member development programme. This included the need for all Members to have an awareness of equalities. Training and development in equalities was incorporated into the Member Development Programme and the MDWG was supporting the roll out of a level 2 equivalent certificate in equality, diversity and inclusion for elected members.

c) Scrutiny is mentioned simply as one of many responsibilities. It's my view that incorporating adequate scrutiny into the committee system is currently a weakness (and I think there is some evidence and examples that could be cited in relation to this). Should scrutiny be highlighted a little more, and.....

The Chair advised that:-

- It was acknowledged during the development of role profiles that, now the committee system was established, the responsibilities regarding scrutiny and policy development needed further work. The role profiles describe scrutiny as being part of every decision taken at a policy committee and a link to the Good Scrutiny Guide is provided for additional information and best practice guidance.

Role Profile – Chair of a Policy Committee: “Promote the four principles of good scrutiny (CfGS – The Good Scrutiny Guide) and encourage Committee Members to be involved in the pre- and post-scrutiny of all

policies, budgets, performance and decisions relevant to the Committee, making Page 70 Appendix B evidence-based improvement recommendations as required and engaging with the public as appropriate."

- The Committee had also begun work on a review of Policy Committee Remits and the suggested scope of that work included a review of the key responsibilities of the Policy Committees and considering whether they were being delivered effectively, including **policy review and scrutiny**, policy development and decision making.

d)this piece of work is mooted as being part of explaining the system to members of the public. However, nearly everyone will not plough through this level, of detail. Could thought be given to overarching or executive, short statements that might be used for basic explanatory purposes and emphasise the most important points? E.g. something like "Councillors are elected to represent their ward areas. They liaise widely with local people, communities and groups or stakeholders, play an important role in council decision-making, and oversee, scrutinise and review council proposals and decisions." (Or something pithier.)

The Chair advised that: -

- As part of the Governance review implementation plan (GRIP), we were doing some work to review information on the Council Website which explained how the committee system works. We aimed to include a short summary of councillors' roles as part of the review and rewriting of those pages.
- As pointed out, there was a lot of information in the role profiles and the Constitution about councillors' roles. The aim of the role profiles was to add clarity and detail to what those roles entail in practice whilst avoiding duplicating existing information.

e) One of the complaints of people out on three streets of Sheffield when It's Our City! were out and about across the city was that when they contacted cllrs they received no reply - or even that when they went to a councillor surgery the councillor was not there. I note the emphasis on communicating with, and responding to, members of the public and a variety of contact methods is mentioned. I know councillors can be extremely busy but I am concerned about over-promising and under-delivering which just fuels scepticism and discontent. This isn't necessarily a suggestion for the role profiles but can I make a plea, in practice at least, that councillors have at least one very reliable method of contact (whatever that is) perhaps over and above imagining they might be able to be everywhere doing everything all the time in relation to public contact?

The Chair thanked Ms Hubbard for making the point and advised that:-

- Each councillor had methods of contact on their webpage, which included email, a surgery or other type of appointment and preferred phone contact.
- We also had a telephone point of contact for all councillors, which was based in the Town Hall 0114 273 5380. We acknowledge that this could be better promoted/advertised as methods of contact.

8.5 Members discussed the report at length and key points to note were:-

- Clarity was provided around the Health Scrutiny Sub-Committee Chair profile and what its purpose was and that it should be recognised as part of the Committee system.
- It was advised that the Spokesperson and Deputy Chairs needed to be consistent.
- Time needed to be spent developing and scrutinising and that members should consider not voting on matters if they felt the matter had not been looked in detail.
- It was noted that members should be supported in developing skills.

8.6 The Head of Democratic Services advised that a skills audit in the questionnaire would discover talents and would assist us in focussing member development and addressing the needs of new councillors.

8.7 Resolved: - that the Governance Committee:-

1. reviews and provides final comments on the four role profiles of the City Councillor, Policy Committee Chair, Policy Committee Deputy Chair and Group Spokesperson;
2. adopts the four role profiles and recommends to Full Council that Article 7 in the constitution be updated as set out in Appendix B, Role of the Policy Committee Chair;
3. requests the Director of Policy & Democratic Engagement, in conjunction with the MDWG, identify the priority areas for member development activity arising from the content of the role profiles and to ensure that these are incorporated in the member development programme;
4. identify any further roles where city councillors perform for which role profiles might be developed in the future and to ask the Director of Policy & Democratic Engagement, in conjunction with the MDWG, to produce those role profiles for future consideration by the Governance Committee;
5. notes that the Independent Remuneration Panel will undertake a review of Members' Allowances and to request that the panel:
 - a) have regard to the new role profiles when reviewing the allowances; and
 - b) considers whether the role of Group Spokesperson should be awarded a Special Responsibility Allowance.

9. GOVERNANCE TO SUPPORT PARTNERSHIP WORKING WITH THE NHS AND OTHER PARTNERS ACROSS SHEFFIELD

- 9.1 The Committee considered a report of Greg Fell, Director of Public Health regarding Governance to support partnership working with the NHS and other partners across Sheffield.
- 9.2 Joe Horobin, Director of Integrated Commissioning was in attendance to present the report.
- 9.3 The report outlined the outcome of the Task and Finish Group established by the Governance Committee at its meeting on 12th October 2023 to consider appropriate Sheffield City Council membership of the Health and Care Partnership Board, the forum that supported the joint SCC and NHS Commissioning and planning through a pooled budget under Section 75 of the NHS Act 2006, as well as broader joint working that did not require pooled budgeting.
- 9.4 The report asked the Committee to consider and endorse a proposal for appointing Elected Member to the Board.
- 9.5 Councillor Paul Turpin advised that the time commitment would be at least 16 hours and there has been no mention of an SRA for this.
- 9.6 Councillor Ruth Milsom advised that this was an exciting space and was important for Community Health base creation.
- 9.7 Councillor Sue Alston thanked those who were part of the Task and Finish Group as the proposals were really useful.
- 9.8 Councillor Paul Turpin asked if an SRA could be considered for the role. It was advised that SRA's had to be agreed at the AGM. There were no SRA's for any external appointments at the moment and these would need to apply as a whole, not just for one appointment. Councillor Turpin put this proposal forward, however members of the committee were not in agreement.

Resolved: that the Governance Committee: -

- 9.9
1. endorses the proposal that places for Elected Members on the Health and Care Partnership should be added to the list of appointments to be made by Full Council (usually at the Annual General Meeting), guided in the first instance by the discussion set out in the report;
 2. agrees to receive a further report setting out revised Terms of Reference for the Health and Crae Partnership, following work to review these later in 2024, with a view to these guiding appointments to the HCP Board in the future;

3. endorses the development of a Role Description for Elected Members taking up places on the HCP Board, based on the points set out in the report;
4. Endorses the proposal that Council officers should work with NHS colleagues to develop an appropriate induction process for Elected Members who are appointed to the HCP Board, and develop a broader development package for Elected Members targeted at building understanding of the NHS and the Council's relationship with it;
5. endorses the proposal that Officers should consider the best supporting arrangements for Elected Members based on the comments of the Task and Finish Group, building in capacity to develop these to reflect future learning.

10. WORK PROGRAMME

- 10.1 The Committee considered a report of the Head of Policy and Partnerships concerning its work programme.
- 10.2 The Policy and Improvement Officer (Alice Nicholson) gave an update on the programme and highlighted the key areas for Members attention.
- 10.3 Members of the committee made comments and suggestions relating to the work programme, as follows:
- 10.4 The Chair advised that arrangements for the Citizen Participation Group would come back to the March meeting of the Governance Committee. Suggestions had been made regarding appropriate people to be involved and meeting were currently taking place with those people.
- 10.5 Councillor Paul Turpin proposed that SRA's for external body appointments should be included on the Committee's work programme. The Chair advised that a discussion would be had regarding this at the next pre-meeting.
- 10.6 Councillor Mike Levery requested a review of the role of Finance Committee, this was not currently on the work plan. The General Counsel advised that this could be picked up as a discrete constitution change as this was in the Governance Committee's remit.
- 10.7 It was also suggested that the review of LAC's should be added to the programme. The Chair agreed that this would be discussed in the next pre-meeting.
- 10.8 Resolved:
 - 1) that the Committee's work programme , as set out in Appendix 1 to the report be agreed, including any additions and amendments or items to be confirmed identified in Part 1;

2) the Committee notes the progress and indications of items which need more intensive work (eg. Citizen involvement, task and finish groups, policy review and development work) and consider implications for prioritisation of Governance Committee's forward workplan;

3) the Committee considers any further issues to be explored by officers for inclusion on the future iteration of the work programme.

11. DATE OF NEXT MEETING

11.1 The next meeting of the Governance Committee was scheduled to take place on 27th March 2024.

SHEFFIELD CITY COUNCIL

Licensing Sub-Committee

Meeting held 19 February 2024

PRESENT: Councillors David Barker (Chair) and Ann Woolhouse

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence had been received from Councillor Nabeela Mowlana

2. EXCLUSION OF PUBLIC AND PRESS

2.1 **RESOLVED:** That the public and press be excluded from the meeting before discussion takes place on item 5 on the agenda (item 4 of these minutes) on the grounds that, if the public and press were present during the transaction of such business, there would be a disclosure to them of exempt information as described in paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972, as amended.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING - INDIVIDUAL CASES

4.1 The Chief Licensing Officer submitted details in respect of four cases relating to hackney carriage and private hire licensing.

4.2 The applicant in case No.11/24 attended the hearing and they both addressed the Sub-Committee.

4.3 The applicant in case No.15/24 attended the hearing with a representative and they both addressed the Sub-Committee.

4.4 The applicant in case No.14/24 attended the hearing with a representative and they both addressed the Sub-Committee.

4.5 The applicant in case No.18/24 attended the hearing with a representative and addressed the Sub-Committee.

4.6 **RESOLVED:** That, after consideration of the information contained in the case papers, and the information now reported and, where relevant, circulated either

prior to the meeting, but after publication of the agenda, or at the meeting, the cases now submitted be determined as follows: -

<u>Case No.</u>	<u>Licence Type</u>	<u>Decision</u>
11/24	Application to licence a Private Hire Vehicle.	Grant the licence as applied for on the grounds that the applicant has provided sufficient evidence to convince the Sub-Committee that there are exceptional reasons to deviate from the current policy on the age limit of vehicles.
15/24	Application for a new Hackney Carriage and Private Hire Driver's licence.	Grant the licence for 3 years as applied for subject to the applicant being required to complete and pass the Driving Test by 22nd August 2024.
14/24	Application for a Hackney Carriage and Private Hire Driver's Licence.	Grant the licence for 3 years as applied for on the basis that the Sub-Committee considers the applicant to be a fit and proper person to hold a licence.
18/24	Application for a Hackney Carriage and Private Hire Drivers Licence.	Grant the licence as applied for on the grounds that the Sub-Committee considers the applicant to be a fit and proper person to hold a licence.

SHEFFIELD CITY COUNCIL

Licensing Sub-Committee

Meeting held 20 February 2024

PRESENT: Councillors Abdul Khayum (Chair), Joe Otten and Cliff Woodcraft

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1. APOLOGIES FOR ABSENCE

1.1 No apologies for absence received.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 **RESOLVED:** That the public and press be excluded from the meeting before discussion takes place on item 5 on the agenda (item 4 of these minutes) on the grounds that, if the public and press were present during the transaction of such business, there would be a disclosure to them of exempt information as described in paragraphs 1 and 2 of Schedule 12A to the Local Government Act 1972, as amended.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. HACKNEY CARRIAGE AND PRIVATE HIRE LICENSING - INDIVIDUAL CASES

4.1 The Chief Licensing Officer submitted details in respect of four cases relating to hackney carriage and private hire licensing.

4.2 The applicant in Case No.16/24 attended the hearing and addressed the Sub-Committee.

4.3 The applicant in Case No.17/24 24 attended the hearing and addressed the Sub-Committee.

4.4 The applicant in Case No.13/24 attended the hearing with a representative, and they both addressed the Sub-Committee.

4.5 The licence holder in Case No.20/24 attended the hearing with a representative, and they both addressed the Sub-Committee.

4.6 **RESOLVED:** That, after consideration of the information contained in the case papers, and the information now reported and, where relevant, circulated either prior to the meeting, but after publication of the agenda, or at the meeting, the cases now submitted be determined as follows:-

<u>Case No.</u>	<u>Licence Type</u>	<u>Decision</u>
16/24	Application for a Private Hire Driver's Licence	Grant the licence for 12 months in light of the evidence now reported, the Sub-Committee considers there is sufficient evidence to deviate from the current policy.
17/24	Application for a Private Hire Driver's Licence	(a) Grant the licence for 12 months in light of the evidence now reported, the Sub-Committee considers there is sufficient evidence to deviate from the current policy; and (b) the applicant be required to provide the licensing service the certificate of insurance.
13/24	Application for a Private Hire and Hackney Carriage Driver's Licence	(a) Grant the licence for a shorter term of 18 months in light of the evidence now reported, the Sub-Committee considers the applicant to be a fit and proper person to hold a licence; and (b) delegates authority to the licensing service to extend the licence for up to an additional term of 18 months.
20/24	Review of a Private Hire and Hackney Carriage Driver's Licence	Immediately revoke the licence under Section 61 of the Local Government (Miscellaneous Provisions) Act 1976, as amended by Section 52 of the Road Safety Act 2006, on the grounds that the Sub-Committee considers the licence holder to be an immediate and ongoing risk to the public in view of the allegation now reported.

SHEFFIELD CITY COUNCIL

Licensing Sub-Committee (Statutory)

Meeting held 26 February 2024

PRESENT: Councillors David Barker (Chair), Karen McGowan and Henry Nottage

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Garry Weatherall.

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. LICENSING ACT 2003 - D'AHNI'S (FKA THE BARREL INN), 123 LONDON ROAD, SHEFFIELD, S2 4LE

4.1 The Chief Licensing Officer submitted a report on an application made under Section 17 of the Licensing Act 2003 for the grant of a premises licence in respect of the premises known as D'Ahni's, (fka The Barrel Inn), 123 London Road, Sheffield, S2 4LE (Ref. No. 22/24).

4.2 Present at the meeting were Peter Price and Isheena Whitely (Applicants), Samantha Bond (Legal Adviser to the Sub-Committee), Jayne Gough (Licensing Strategy and Policy Officer), Rosemary Henry (Objector) and Clare Cummins (Democratic Services).

4.3 Samantha Bond outlined the procedure to be followed during the hearing.

4.4 Jayne Gough presented the report to the Sub-Committee, and it was noted that a representation had been received from an interested party and was attached at Appendix 'B' of the report. The objector was in attendance at the meeting. Ms Gough confirmed that the application had been referred to the Licensing Sub-Committee due to an unresolved representation by a local resident following a consultation period. The applicants had agreed with the Environmental Protection Service and South Yorkshire Police to reduce the original proposed licensed operating hours. These were attached at Appendix 'C' of the report.

4.5 Councillor David Barker, Chair of the Sub-Committee, invited questions regarding the report.

4.6 Samantha Bond asked the applicant if they intended to serve hot food after 11pm.

4.7 Peter Price stated that they might consider this at a later point in time.

4.8 Rosemary Henry made the following representations:-

- She felt that the opening hours requested by the applicants were still too late and stated that other restaurants in the area (other than takeaways) closed at around 11pm.
- She felt it would operate more like a pub than a restaurant.
- She did not agree that food would be the main focus of the business, she felt it would be alcohol.
- She described anti-social behaviour she had witnessed on London Road in close proximity to her residence and the venue.
- She described that the area was predominantly residential, and that she lived on an estate next to London Road.
- She explained that two people had been stabbed on her estate during the previous weekend.
- She felt it was a 'rough' area, and having another establishment serving spirits that opened late could lead to further anti-social behaviour when customers were intoxicated.
- She added that persons using the area also contributed to the litter problem, often leaving broken bottles and rubbish. She had organised litter picks through her local Tenants and Residents Association.
- Noise pollution was also an issue for residents and families in the area when customers were leaving local venues that served alcohol.
- She referred to another public house in close proximity to her residence that had impacted negatively on the area in relation to noise pollution and anti-social behaviour, and she expressed fears that another public house opening until the early hours of the morning would add to problematic behaviour from customers in the locality.

4.9 In response to questions from Members of, and the Legal Adviser to, the Sub-Committee, Ms Henry confirmed the following:

- As this new venue would be open later than other public houses in the area, it would prolong the time for disturbances to residents.
- She had lived in her residence for twenty years.
- There were always problems within the area and the more establishments serving alcohol there were, the more problems in the area would continue to happen.
- During the summer it was a 'nightmare', and she had called the police previously due to violent incidents. She believed this was now regular and routine behaviour. She stated that the police did not take any positive action. She would prefer pubs to stop serving at 11pm and close for 11.30pm. She had not made other residents in her building aware of this licensing application. She and other residents experienced issues during

the summer months every weekend.

4.10 Peter Price and Isheena Whitely outlined their application and stated the following –

- The pub next door to their new premises did not close until 5am and other public houses nearby closed at 1am.
- They had been welcomed by other residents in the area and would welcome local residents to liaise with them and to see the refurbishment of the venue.
- The estate that the objector is referring to had other buildings between it and their venue.
- They have implemented measures to prevent noise pollution.
- They expect to have, and will try to attract, new clientele to the venue.

4.11 In response to questions from Members of, and the Legal Adviser to, the Sub-Committee, the applicants confirmed the following:

- They had implemented measures to prevent noise pollution.
- They hoped to attract new clientele to the venue.
- They intended to work with South Yorkshire Police, keep relevant and necessary logs, and allow access to the premises when needed.
- They would carry out staff training and employ new security staff.
- They would promote responsible drinking and would not have cheap drink promotions, such as 'happy hour'.
- There would be noise limiters on music sound systems.
- They would work with, and listen to, the community and help it grow.
- They hoped to have a positive impact on the area and add vibrancy by increasing choice and providing diverse options for customers in the London Road area.
- They were aware that if they had problems at the venue they could be closed down. Reassurance had been offered to the objector by the applicants.
- There were similar businesses on Ecclesall Road, which also had residential accommodation in close proximity.
- They would be mostly serving food in the form of Caribbean and English style take-away. They envisaged customers who chose to sit in the venue would be customers consuming alcohol.
- They were happy with the amended hours of opening.
- They would encourage meetings with the community and community groups if any issues were raised.
- Once the business was established and had shown to be responsible, they would then discuss extended hours of opening with South Yorkshire Police.
- They were attracted to London Road because it was busy and vibrant, close to town, and had good public transport.
- They invited the objector to stay in touch, along with any other residents who held concerns to work together to resolve any issues that may arise. They welcomed members of the public with concerns to meet with them

at the venue. They had spoken to residents on the estate and some had been pleased to see the venue refurbished and reopened.

- The new management at the venue was experienced in running a successful establishment.
- 4.12 Samantha Bond clarified that the opening times agreed with South Yorkshire Police were 10am each day, and not 9am as had been stated in Appendix 'C' of the report.
- 4.13 The applicants summed up their application.
- 4.14 Jayne Gough outlined the options available to the Sub-Committee.
- 4.15 **RESOLVED:** That the public and press and attendees involved in the application be excluded from the meeting, and the webcast be paused, before further discussion takes place on the grounds that, in view of the nature of the business to be transacted, if those persons were present, there would be a disclosure to them of exempt information as described in paragraph 5 of Schedule 12A to the Local Government Act 1972, as amended.
- 4.16 Samantha Bond orally gave legal advice to the Sub Committee on various aspects of the application.
- 4.17 The meeting was then re-opened to the public and press and attendees and the webcast recommenced.
- 4.18 **RESOLVED:** That the application to grant a premises license in respect of the premises known as D'Ahni's (fka The Barrell Inn), 123 London Road, Sheffield, S2 4LE (Ref. No. 22/24) be granted in the terms requested, subject to the conditions agreed with the Environmental Protection Service and South Yorkshire Police, as detailed in Appendix 'C', and the amended opening and operating hours as follows: -

Licensable activities:

Sunday to Thursday - 10.00 – 00.00 hrs
Friday and Saturday - 10.00 – 01.00 hrs

Opening hours:

Sunday to Thursday - 10.00 – 00.30 hrs
Friday and Saturday - 10.00 – 01.30 hrs

(NOTE: The full reasons for the Sub Committee's decision will be included in the written Notice of Determination).

SHEFFIELD CITY COUNCIL

Licensing Sub-Committee (Statutory)

Meeting held 27 February 2024

PRESENT: Councillors Abdul Khayum (Chair), Cliff Woodcraft and Ann Woolhouse

1. APOLOGIES FOR ABSENCE

- 1.1 No apologies for absence were received. Councillor Karen McGowan attended the meeting as a reserve Member, but was not required to stay

2. EXCLUSION OF PUBLIC AND PRESS

- 2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

- 3.1 There were no declarations of interest.

4. GAMBLING ACT 2005 - BET EXTRA, 17-19 MARKET PLACE, SHEFFIELD, S1 2GH

- 4.1 The Chief Licensing Officer submitted a report to consider an application made under Section 159 of the Gambling Act 2005 for the grant of a premises licence for Bet Extra, 17-19 Market Place, Sheffield, S1 2GH (Ref. No. 21/24).
- 4.2 Present at the meeting were Ryan Holmes (Applicant), Paddy Whur (Legal Representative for the Applicant), Amanda Usher (Legal Representative for the Applicant), Gareth Barrett (Licensing Enforcement/Technical Officer), Maureen Hanniffy (Licensing Manager, Sheffield Children's Safeguarding Partnership), Susan Hird (Assistant Director of Public Health), Douglas Johnson (City Ward Member), Charles Ritchie (Gambling with Lives), Peter Sephton (ChangingSheff), Samantha Bond (Legal Adviser to the Sub-Committee), Shimla Finch (Principal Licensing Policy and Strategy Officer) and Philippa Burdett (Democratic Services).
- 4.3 Samantha Bond outlined the procedure which would be followed during the hearing.
- 4.4 Shimla Finch presented the report to the Sub-Committee, and it was noted that representations had been received from Sheffield Children Safeguarding Partnership, the Licensing Authority, Green Party City Ward Councillors, Charles Ritchie (on behalf of Gambling with Lives) and Peter Sephton (on behalf of ChangingSheff), and were attached at Appendix 'B' to the report.

- 4.5 Maureen Hanniffy stated that the objection from the Sheffield Children Safeguarding Partnership related to the licensing objective 'to protect children and other vulnerable people from being harmed or exploited by gambling'. She noted that the premises were located in the vicinity of a crime hotspot, and that a Problem-oriented Policy plan had been set up by South Yorkshire Police due to the high level of crime and disorder in the area. She added that the area was frequented by vulnerable people, was near to student accommodation and was the main public transport link through the city centre for young people travelling to and from schools. She stated that she was concerned that allowing the premises to expand could increase the amount of gambling harm, and increase the negative impact of gambling on vulnerable adults, students, children and families. Negative social consequences on individuals included impacts on health, financial and wellbeing, breakdowns in relationships, and in some cases criminality to fund a gambling disorder. Ms Hanniffy noted that the Gambling Harm Reduction Strategy for Sheffield aimed to reduce gambling harm opportunities, and she was concerned that a new application would be contrary to this aim and could put additional pressure on existing support services. She believed that the submitted Local Area Risk Assessment did not fully consider the support services in the area, and she understood that there had been further increases of violence and assaults in the area, leading to temporary reduced opening hours for some of the support services nearby.
- 4.6 Gareth Barrett stated that the policy submitted by the applicant failed to address section 7.12 of Sheffield City Council's Gambling Act Policy, and failed to address the local profiling of the area, including the Archer Project and a number of nearby sensitive premises where young people congregated. He confirmed that the applicant's agent had provided an updated Local Area Risk Assessment, dated 19 February 2024.
- 4.7 Susan Hird explained that her report was in support of the representation made by the Sheffield Children Safeguarding Partnership. She noted that Public Health was not anti-gambling, but was concerned about the harms caused by gambling. She felt that gambling harm was significantly under-addressed, both in Sheffield and nationally. This included mental and physical health and relationship and financial harms, affecting children, families and local communities as well as those gambling. She believed that granting this application would be harmful to the licensing objective of 'protecting children and other vulnerable people from being harmed or exploited by gambling'. She noted that since the original licence had been granted in 2013, there was a much greater evidence base on gambling related harm, in particular, those who were more likely to be vulnerable. Sheffield City Council's Statement of Principles 2022 contained a number of factors for the licensing authority to consider. If granted, the size of the customer area would be doubled, increasing the accessibility and availability of gambling, and resulting in an increased risk of harm to people who live, work, study and socialise in the area. The venue was close to multiple sensitive locations, which had not been noted in the original Local Area Risk Assessment, in particular a specialist treatment centre for people with gambling addiction. Ms Hird was concerned that by granting the licence, there would be an increase in gambling harm to those with a number of protected characteristics, and there would be a negative effect

on poverty and financial inclusion. She noted the importance of avoiding preventable harms from occurring in the first place, and stated that tackling gambling harm was a collective action.

- 4.8 In response to questions from Members of the Sub-Committee, it was noted that further data could be sourced relating to the density of gambling premises per capita in Sheffield, and specific cases of gambling harm. It was confirmed that no issues had been reported about the premises since their licence was granted in 2013.
- 4.9 Councillor Douglas Johnson explained that his role as a City Ward Member was to represent the people that lived and worked within the ward, and stated that his main concern was the location of the premises. He noted that it was a busy intersection and a 'gateway' for children and students crossing the city, and was situated in a block of student flats. He noted the high number of school-aged children passing each day, and his concerns about their increased exposure to gambling. He added that the area was an anti-social behaviour 'hotspot' and that there was currently a public consultation on whether a Public Spaces Protection Order should be made in the city centre. He noted the increased awareness of gambling harm over the last ten years, and was concerned that granting of the application might increase harm.
- 4.10 In response to questions from the Legal Adviser to the Sub-Committee, Councillor Johnson confirmed that he had no personal knowledge of the premises, but was concerned about the visibility of the site and how expanding the premises might lead to an increase in work for those organisations already committed to supporting vulnerable people in the city centre.
- 4.11 Charles Ritchie, local resident and member of Gambling with Lives, explained that his son and the son of a friend had both committed suicide in 2017 due to issues relating to gambling addiction, and that this had led to him setting up Gambling with Lives. He explained that this organisation had subsequently brought the scale of gambling addiction to the attention of regulators; in particular, gambling related suicides. He added that Gambling with Lives had challenged the idea that gambling affected only a small number of vulnerable people that could be identified and helped, and that it actually affected ordinary people. He noted that his son and his friend's son were young people who were not vulnerable and had no mental health issues when they began gambling. He added that in August 2023, the Gambling Commission had broadened the definition of vulnerability to include personal and demographic situations and life changes, for example young people going away to university, and that stake limits for online slot games had been reduced for those under the age of 25. He noted his concern that fixed odd betting terminals had the highest report rate for people entering treatment as to what was the cause of their gambling problem, and that the relatively new self-service betting terminals provided a higher speed gambling experience. He was concerned that expansion of the premises would lead to an overall increase in the amount of betting, and that this would link to an increase in gambling harm. He stated that he had visited the premises and, as he had not witnessed any customer interactions, he was concerned that written policies were not necessarily being put into practice. He noted that there was evidence to suggest

that there were high levels of social and economic costs associated with gambling and that it did not generate great wealth, and believed that granting of the licence would lead to further negative effects.

- 4.12 In response to questions from Members of the Committee, Mr Ritchie confirmed that his son's introduction to gambling had been through betting premises rather than online gambling. He added that through his work with gamblers in recovery, he understood that they felt relaxed in betting shops, with fewer restrictions and limits than online gambling.
- 4.13 Peter Sephton read out his representation on behalf of the volunteer group ChangingSheff, included in Appendix 'B' of the report. In summary, he stated that he strongly opposed this location for expansion of a gambling premises, due to existing levels of crime and disorder.
- 4.14 Paddy Whur expressed his condolences to Mr Ritchie, and credited him for his work with central government to make services available when gambling became a problem. He referred to the 'Case Outline' information submitted by the applicant, and noted that Bet Extra was a Yorkshire-based family business and independent operator, and had been licensed at this site since 2013. He added that during this time there was no evidence of children or vulnerable people entering to gamble, or of it being directly responsible for crime and disorder or harming vulnerable people. He confirmed that the majority of customers were regulars and gambled in a responsible manner, and that an extension of the premises would allow the customer base to enjoy more modern facilities. He explained that appropriate planning consent had been gained for the proposed extension, with no additional conditions imposed, and that an amended Local Area Risk Assessment had been submitted. He added that the premises had been operating in accordance with the licensing objectives, and that a robust policy was in place, that included training of staff. Mr Whur confirmed that there had been no recorded incidents of crime at the premises and there was no evidence to show contradiction of safeguarding requirements, adding that the applicant regularly employed a mystery shopping service to test this. He stated that the applicant was a responsible operator and accepted the offer of working with support organisations to further reduce gambling harm. Mr Whur stated that there was no evidence to support the claim that increasing the size of the premises would increase the risks associated with gambling, and added that the aim was to extend the premises to provide a comfortable space for customers to enjoy their leisure time. He noted that the premises had CCTV and that betting terminals were in direct line of sight of staff.
- 4.15 In response to questions from Members of, and the Legal Adviser to, the Sub-Committee, Mr Whur and the applicant confirmed the following:
- An expansion to the premises aimed to create a modern and comfortable environment for people to relax. More seating would be provided, and better screens for watching live sporting action.
 - External signage would be in accordance with planning and licensing legislation requirements.
 - A log of 'under 21' checks was kept by staff and was available for

inspection at the premises. There was clear signage on the door, and it was unusual for under-age people to enter the premises. Staff were aware of their responsibilities and would have regular updated training on ID challenges, and this would be checked twice per year by employing the services of an independent checker.

- Incidents of vulnerable people being identified in the premises were sporadic and any incidents relating to the conditions of the licence were recorded and inspected by the applicant once per week.
- Customers were able to 'self exclude' from the premises and would be directed to leaflets on the Multi Operator Self Exclusion Scheme (MOSES) if needed. The applicant was notified via email of individuals in the area that were excluded via this scheme.

4.16 In response to questions from the responsible authorities and objectors to the application, Mr Whur and the applicant confirmed the following:

- Customer interaction would be conducted by staff if there were signs of uncontrollable gambling. If a regular customer was identified as not gambling in their usual pattern or were not in control, staff were trained to approach the customer in a sensitive way and refer them to supporting organisations.
- The applicant shared information with the Gambling Commission on self-exclusions for his five premises, which amounted to approximately 100 per year. Most exclusions (approximately 90%) came via the MOSES scheme, whereby customers were excluded from all betting shops.
- The applicant had agreed standard conditions with South Yorkshire Police, with an additional condition of acquiring radio sets for the premises and to put the City Centre Retailers Against Crime radio scheme into use at all times when trading.
- Mr Whur had attended the premises a number of times unannounced and was satisfied with the customer interaction he had observed.
- The proposed extension of the premises was to provide better facilities and a better customer experience and not to provide additional gambling facilities.
- A customer interaction log was kept at the premises, which had an entry approximately once every week or two. Staff would look for physical signs, such as a customer being agitated, behaving aggressively or becoming subdued, and not necessarily the length of time spent on a machine.
- Government legislation had restricted stakes and prizes to protect vulnerable people whilst gambling; it was the responsibility of operators and staff to monitor and interact with customers to identify vulnerable individuals.
- All staff at the premises were trained on formal Gambling Commission guidance on customer interactions, and the premises operated under 'Think 21' guidelines. These were regular staff who knew the customer base. The current manager had been in post for approximately seven years.
- The applicant was considering the addition of an additional self-service betting terminal, and such terminals did not need to be specified in the

premises licence.

- 4.17 Mr Whur summarised the case on behalf of the applicant.
- 4.18 Shimla Finch outlined the options available to the Sub-Committee.
- 4.19 **RESOLVED:** That the public and press and attendees involved in the application be excluded from the meeting, and the webcast be paused, before further discussion takes place on the grounds that, in view of the nature of the business to be transacted, if those persons were present, there would be a disclosure to them of exempt information as described in paragraph 5 of Schedule 12A to the Local Government Act 1972, as amended.
- 4.20 Samantha Bond reported orally, giving legal advice on various aspects of the application.
- 4.21 At this stage in the proceedings, the meeting was re-opened to the public and press and attendees, and the webcast re-commenced.
- 4.22 **RESOLVED:** That, in the light of the information contained in the report now submitted, the representations now made and the responses to the questions raised, the application for a premises licence in respect of the betting premises known as Bet Extra, 17-19 Market Place, Sheffield, S1 2GH (Ref No. 21/24) be granted in the terms requested, and subject to the conditions agreed with South Yorkshire Police.

(NOTE: The full reasons for the Sub-Committee's decision will be included in the Written Notice of Determination.)

SHEFFIELD CITY COUNCIL

South West Local Area Committee

Meeting held 22 February 2024

PRESENT: Councillors Andrew Sangar (Chair), Tim Huggan (Deputy Chair), Joe Otten, Sue Alston, Roger Davison, Barbara Masters, Ruth Milsom, Minesh Parekh, Martin Smith and Cliff Woodcraft

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence had been received from Councillor Colin Ross

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the previous meeting held on 30th November 2023 were agreed as a correct record.

5. PUBLIC ENGAGEMENT SESSION- ACHIEVEMENTS ON COMMUNITY PLAN PRIORITIES.

5.1 The Chair asked attendees to break out into groups in order to reflect on the actions and achievements against the Community Plan priorities for the year and to discuss any mid-term and longer-term actions. Members joined the groups.

5.2 The webcast was paused while this activity took place.

6. FEEDBACK ON ENGAGEMENT SESSION

6.1 The webcast restarted and the Chair advised that members of the

LAC team would compile a summary of the group discussions which had just taken place, and this would be published as an supplement to the agenda.

6.2 The Chair invited Members present to give a summary of what topics had been raised in the group discussions and the following were mentioned:

- How to evaluate the success of projects- particularly long-term projects.
- The certainty of funding and how to make the best use of it
- Community cinema
- Parking enforcement- e.g. Operation Park Safe
- Speeding and enforcement
- Lack of available parking in some areas, e.g. Crookes
- Parking around schools
- Need to reduce fly tipping and increase recycling
- Tree planting
- Working with “Friends” groups to improve the green environment
- An art project at Ecclesall Library which aimed to reduce graffiti
- Improving active travel
- The state of the roads and the importance of getting value from AMEY
- The potential formation of a neighbourhood forum similar to that in Ecclesall (i.e. the Millhouses and Ecclesall Community Group)
- Community food shops
- A LAC WhatsApp group
- Community speed watch.

7. FINANCE REPORT

8.1 The report was presented by Tania Bustamante, South West LAC Area Manager, who confirmed that no surplus was anticipated at present.

8.2 **RESOLVED:** That the South West Local Area Committee:-

- a) Notes the expenditure against the £100,000 budget to address local priorities in the South West LAC in 2023/23, as detailed in the report.
- b) Notes the expenditure against the £26,697 LAC Cost of Living budget.
- c) Approves the reallocation of the surplus £10,000 budget carried forward

from 2022/23 to be added to the LAC Ward Funds at £2,500 for each ward.

8.3 Reasons for Decision

The South West LAC is asked to note and approve the allocation of funding under the priority headings identified to assist its ability to monitor its budget and to support delivery of the Community Plan.

8.4 Alternatives Considered and Rejected

Decisions on any expenditure above the existing authority to the Community Services Manager could be reserved to the LAC but this would inevitably delay delivery of priority actions to address specific issues identified in the Community Plan.

All decisions on expenditure to support Community Plan priorities could be delegated to officers. However, this would restrict and undermine the LAC's ability to monitor its delegated budget and delivery of the Community Plan

8. PUBLIC QUESTIONS AND PETITIONS

8.1 The Committee received the following questions from members of the public who had submitted questions prior to the meeting:

(a) Donald Lennox (present)

“What has recently changed or will be introduced in 2024 in South West area in respect of care and wellbeing services?”

There have been a number of city council reports referring to a transformation in such matters e.g. Hospital discharge and urgent care plans, preventative health care services, place-based initiatives to improve care health and wellbeing, integrated pathways of care, Team Around the Person, primary care networks, pathways for support and information platforms about care and health.

Will we live longer and better as a result of these and how will local people be engaged in service development?”

Mr Lennox advised that a meeting had been arranged to discuss the question, between him, members of the LAC team and senior public health officers on the 8th March.

(b) Julia Watkinson (not present)

“What Council fundraising support can we seek to offer teenagers and young adults for essential mental health benefits through recreational play and the environment?”

Our vision for 2025 and beyond is to create an outdoor activity hub for teenagers to meet and acquire ‘self-taught’ agility skills such as skateboarding and low-level core and team building activities.

I am the current Chair of More in Dore (Dore Recreation Ground Playground Appeal) ('MID').

MID is a subcommittee of Dore Village Society (Charity Commission No. 1017051). There are 4 of us who juggle parenting, work commitments and fundraising.

Since 2018, with the fantastic support of Sarah Garrett and the SCC Parks Team, we have raised and spent £39,500 to begin to refurbish the playground. As with many playgrounds within Sheffield, Dore has not benefitted from Council funding for over 20 years. The high cost of equipment and safety surface (which has to be installed in conjunction with Sheffield City Council who maintain equipment and retain liability) means the £39,500 has done little more than add a small toddler and Junior climbing frame.

Next year the Council will remove the swings. We are currently fundraising to replace the slide, removed during 2023.

We would like help and guidance as to how best to fundraise to achieve our aim of safe recreational play for all ages and abilities. Currently the playground cannot cater for children with disabilities.

Our focus for 2025 and beyond is mental health and the environment.”

The Chair advised that a written response would be provided for Ms Watkinson and published on the Council's website.

9. DATE OF NEXT MEETING

- 9.1 The Chair thanked everyone present for attending and contributing to the discussion.
- 9.2 The Chair advised that whilst Councillors valued the opportunity that LAC meetings provided, for them to come out into the local community, and wanted this to continue, there was a proposal to move the formal part of LAC meetings to the Town Hall. He invited attendees to give their opinion on this to Members after the meeting.
- 9.3 A request was made from an attendee that an acoustic check be carried out in advance of any meetings at new venues as there had been difficulties with the PA system at previous events. It was noted that the venue that evening had been excellent.
- 9.3 The date and time of the next meeting of the South West LAC is to be confirmed.

SHEFFIELD CITY COUNCIL

North East Local Area Committee

Meeting held 27 February 2024

PRESENT: Councillors Talib Hussain (Chair), Safiya Saeed (Deputy Chair), Fran Belbin, Mike Chaplin, Dawn Dale, Tony Damms, Abdul Khayum, Abtisam Mohamed, Peter Price and Garry Weatherall

1. WELCOME AND HOUSEKEEPING

1.1 Councillor Talib Hussain, Chair of the Local Area Committee, welcomed everyone to the meeting.

2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from Councillors Jayne Dunn and Mark Jones.

3. EXCLUSION OF PUBLIC AND PRESS

3.1 No items were identified where resolutions may be moved to exclude the public and press.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5. MINUTES OF PREVIOUS MEETING

5.1 The minutes of the meeting of the Committee held on the 22 November 2023 were approved as a correct record.

6. NORTH EAST LOCAL AREA COMMITTEE SPEND REPORT 2023/24

6.1 The Committee considered a report of the Community Services Manager that advised each Local Area Committee had a £100,000 budget to address local priorities, identified within their respective Community Plans. The report set out details of the spend in respect of the £100,000 that had been authorised by the Community Services Manager, in consultation with the Local Area Committee Chair and in accordance with the delegation granted in September 2021.

6.2 The report showed funding allocated to the North East Local Area Committee for 2023/24, and set out proposals for its allocation and expenditure in line with the North East Local Area Committee Community Plan.

6.3 The report described the proposals for the use of the remaining funding allocated for the cost of living work in the North East area, to a sum of £45,000.

6.4 RESOLVED: That the North East Local Area Committee:

- (i) notes the expenditure made in 2023/24 against the £100,000 budget (including agreed underspend from 2022/23) to address local priorities in the North East LAC; and
- (ii) notes the expenditure made in 2023/34 against the North East LAC cost-of-living budget.

7. FAMILY HUB

7.1 Helen Lomas, Service Manager from Children and Young People's Directory, presented an update on Family Hubs in Sheffield. She explained that there were seven Family Hubs and three link sites (Burngreave, Brightside and The Meadows) in Sheffield. The Service had been created to provide local support to families and individuals, and was now in its third year of funding. The vision was to make a welcome space for all families, offering the earliest help and support to keep those families engaged, connect people, and signpost where necessary.

There were currently over 6000 families registered with the service, which offered them multi-agency support in areas such as safeguarding, mental health, and speech and language, thereby reducing the need for social care or NHS involvement. Sensory spaces were available for families to use at each of the hubs, free of charge.

Ms Lomas noted that Sheffield Directory booklets were available to members of the public present at the meeting for them to peruse. The booklets would also be shared within the anti-natal packs of anyone having a baby in Sheffield from March 2024. Details contained in these booklets were also available on-line, and the directory would be regularly updated with information and would, along with the service, be sustainable.

7.2 Councillor Talib Hussain thanked Ms Lomas for the presentation and asked if anyone had any questions: -

(a) Margaret Hill from Burngreave TARA

Where are the Family Hubs were situated?

Ms Lomas listed these as being located in the First Start Family Hub at Firth Park, Early Days Family Hub covering Parson Cross and the Southey area, Shortbrook Centre in the South East area, Darnall Family Hub, Primrose Family Hub on Infirmary Road, Sharrow Family Hub in Highfield Library and Valley Park Family Hub covering Gleadless, Lowedges and the Jordanthorpe area.

(b) Lynne Brandon from Burngreave

How does the service link with voluntary organisations and young people, and how do they cover any gaps in services identified in the city?

Ms Lomas explained that they had signed up 12 Family Hub Network Champions

as they recognised that the service could not cover the community needs in isolation. They worked with other organisations and acted as a connection between these services, enabling other services to deliver their support. The Family Hub teams worked predominantly with children under the age of five, and in conjunction with other agencies and the voluntary sector, were working to increase the age range they could offer support to.

(c) Gareth Slater, a local resident

Do you offer support for Young Carers?

Ms Lomas informed him that there was a Young Carers Service that the Family Hub teams linked into.

8. ENVIRONMENTAL STEWARDSHIP PILOT PRESENTATION

8.1 Dan Whittaker, Community Services Officer for the North East Local Area Committee, gave a presentation which outlined the four priorities relevant to the Community Plan. These were:-

- Business, Employment and Skills
- Environment
- Children, Younger Residents and Families
- Parks and Open Spaces

He explained that a 12-week programme was developed for six young people, which included working with a supervisor from Amey, and assisted with clearing sites, grass cutting and health and safety training. During the programme, the young people worked with Lifelong Learning in English and Maths.

He shared some photographs to demonstrate some 'before and after' results of site clearances on Lytton Street, Chaucer Road, Longley Hall Road and Wincobank Lane playground project. It closed with two positive reviews about the project from a young person and an Amey supervisor.

Mr Whittaker then invited questions from members of the public present.

(a) Mick Daniels

Is any of this land on contract to Amey and are they fulfilling their contract?

Mr Whittaker confirmed that the land in question belonged to either the Parks and Countryside Service or Housing Services. Pockets of this land did not have a maintenance plan so had not been maintained, which is why the Local Area Committee had intervened. He also explained that, moving forward, they planned to link with Amey, the Parks and Countryside Service and Housing Services to discuss sustainability.

Mr Daniels enquired when Amey's contract was due to end, and asked if some of the money they were receiving would be allocated to support some of the initiatives

the Local Area Committee were involved with.

Mr Whittaker stated that the Local Area Committee would continue to liaise with Council services on how problem sites were maintained in the future.

Councillor Peter Price advised that the Council contract with Amey was for highways work and did not cover housing land.

(b) John Cross, resident from Halifax Road

Mr Cross commented that when entering Sheffield from the North, the area was not as well maintained as it used to be and described it as a 'disgrace'. He felt that the grass cutting service was poor.

(c) Margaret Hill, Burngreave Tenants and Residents Association

Ms Hill asked if the Local Area Committee team would go to her area to neaten their green spaces.

Dan Whittaker stated that he would liaise with Ms Hill and Mr Daniels in the breakout session.

Councillor Talib Hussain announced that Dan Whittaker had a new role and would be moving to another Council service. He thanked him for his hard work in recent years with the North East Local Area Committee.

Councillor Hussain also thanked Councillor Peter Price for his 52 years' service to the people of Sheffield as a Councillor, as he was due to retire in May.

Councillor Hussain wished Councillor Abtisam Mohamed all the best as she was standing down from her position as Councillor for Firth Park in May 2024 to stand as a parliamentary candidate. He thanked her for all her hard work in the Firth Park area and for the North East Local Area Committee.

Councillor Tony Damms added a personal thank you to Councillor Peter Price.

Mick Daniels also personally thanked Councillors Peter Price and Abtisam Mohamed.

9. ROADSHOW INTERACTIVE SESSION

- 9.1 The live webcast was paused in order for the public in attendance to participate in a Roadshow Interactive Session. There were information stalls situated in the building which contained information relating to the different priorities of the North East Local Area Committee Community Plan.

10. PUBLIC QUESTIONS AND PETITIONS

- 10.1 The Committee received the following questions from members of the public:

(a) Paulene Collier (Ms Collier was not present, so Dan Whittaker read out her question)

In Parson Cross, we have no community space that can be used across all age groups. I would like to know why Adlington Community Centre has not been returned for community group use since the Parks and Gardens department used it for social distancing during COVID. What exactly have they been using it for since?

Councillor Fran Belbin responded, reading out a response supplied by Facilities Management:-

‘To confirm, our Parks staff are still using Adlington Community Centre as a community base.

The council was reviewing several operational sites in 2020 that were in a severely dilapidated state. We were particularly concerned about the future of Concord depot, which had been subjected to weekly break-ins and was in an appalling condition. Initially, we had planned to relocate to Ecclesfield with the assistance of Amey. However, Amey had changed their operations and co-location was no longer a viable option. Adlington Road Community Centre had remained unused during the Covid-19 pandemic, therefore a decision was made to relocate our Parks staff to Adlington Community Centre.

Following concerns being raised, we have begun a review of Adlington Community Centre. We have gathered the requirements of the Parks and Youth Services, and we are currently in the process of evaluating the space to determine if it can become a multi-use area, including community space and what other community facilities the council or voluntary sector have within the area.

Upon reviewing our use of the building, it’s evident that there were shortcomings in communicating the plan to utilise Adlington Community Centre as an operational base. Our forthcoming review of community buildings will seek to engage with local Councillors and Community Groups in order to prevent this from happening again. We will provide an update on the review of Adlington Community Centre as it progresses. In the meantime, we will contact Ms Paulene Collier to review other facilities in the area.’

Councillor Belbin added that Councillors had been pursuing this matter for some time and would continue to do so. The space was a well-used community centre. She stated that there has been investment into the Parson Cross park pavilion, which may be available for use in the meantime.

Mick Daniels asked who the building belonged to, and stated that the community should be able to use it.

Councillor Belbin replied that it belonged to Sheffield City Council. She added that the Flower Estate Tenants and Residents Association (TARA) had folded, but she hoped that it would be starting up again soon. She noted that Facilities Management had acknowledged in their answer that the situation could have

been handled differently.

(b) Flower Estate Tenants and Residents Association (Councillor Talib Hussain read out the question)

Members of the Flower TARA are very concerned and disappointed about the Post Office issue at Firth Park.

The community were promised that the post office would be up and running last September 2023 and it is now February 2024.

Our members really need this post office and are struggling to access other post offices around the area, or they have to take a bus to town.

This isn't acceptable for our community. We really need answers ASAP.

Councillor Abtisam Mohamed stated that, following a campaign to save the Firth Park Post Office by Councillor Fran Belbin, Councillor Abdul Kayum and herself, the Post Office had confirmed that there would be a post office in the area once a sub-postmaster had been found. A site had been secured in the library, and legal discussions were now underway between the Post Office and the Council. Councillor Mohamed hoped that this would soon be up and running.

Mick Daniels stated that he would relay this to the Flower Estate TARA. He added that there were similar issues for residents of the Flower, Stubbin and Brushes estates following the closure of the post office in Wilko's in the city centre. He believed that Amey and Streets Ahead should attend Local Area Committee meetings. He was also concerned that Amey were being employed to cut grass verges even though much of the grass had been destroyed due to cars parking on them. He noted that council tenant rent had increased and wanted to know what he would get in return for this rise.

Councillor Hussain stated that he hoped Amey would be available to attend the next meeting.

Councillor Belbin confirmed that the Amey contract did not expire until 2037. She invited Mr Daniels to report any complaints to his local Councillor so this could be reported back to Amey. She added that the cost of living had risen for everyone, including the Council, resulting in a rent increase.

(c) Joanne Bennett

Miss Bennett wanted to know why the fencing around the playground in Parson Cross park had not been replaced and stated that there were also no benches. She felt that the area had deteriorated, and that there were little or no facilities for young people.

Richard Dewsbury, Area Manager for Parks and Countryside, noted that there were still incidents of anti-social behaviour in the park, and when the fence had been replaced previously it had been vandalised again. He confirmed that a motion detection camera would be installed to facilitate the identification of offenders by South Yorkshire Police. He added that once anti-social behaviour had decreased, it was hoped to install a new fence in the same style as previously

installed. Mr Dewsbury explained that he was currently looking into reinstalling benches and bins to the park, and encouraged views from members of the public. He added that a solution to the problem was needed before the fence and other furniture could be installed.

Councillor Belbin added that when the fence was last fitted, it was vandalised the same night. She described further vandalism and anti-social behaviour at the recently regenerated pavilion. She noted that a possible solution to the problem was to engage with the community, and added that a new housing was being built on the perimeter of the park, which might assist in deterring anti-social behaviour.

Joanne Bennett believed that problems would continue whilst there was so little provision for young people in the area.

Margaret Whelan from Friends of Concord Park stated that measures had been installed in Concord Park to prevent further anti-social behaviour. She noted that this had not stopped the activity, but had instead moved it to another area of the park.

(d) Christine Johnson – Halifax Road resident

Ms Johnson wished to address issues of anti-social behaviour on the service road to Halifax Road, locally known as the Cinder Path. She described nuisance vehicles and dangerous driving, drug use, dangerous motorbikes and abuse. Residents had requested the Council to build a wall across the footpath, allowing pedestrian access only, this did not initially happen. Residents had suggested a 20mph speed limit and/or CCTV. A gabion wall was later erected by the Council. Damage was caused to the wall and stones were thrown around littering the area, and damage had been caused to vehicles. Amey was informed and the police have assisted. Ms Johnson requests that someone attends the road, inspects the wall, and that a more effective solution be put in place to help residents improve the area. Residents do not want another gabion wall as it will be further damaged.

Councillor Hussain responded by reinforcing that liaison with South Yorkshire Police and Councillors was the right course of action.

Councillor Mike Chaplin added that he had been to the area with a local resident and had seen some of the problems caused and the damage to the gabion wall. He had noted that the gap in the wall needed to be narrower to exclude motorbikes from getting through. He offered to contact council officers and Councillor Ben Miskell (Chair of the Transport, Regeneration and Climate Change Policy Committee) to find a solution to the problems, and confirmed that he had also invited officers to see the problems for themselves.

(e) Jim Fletcher, Scraithwood Drive resident

Mr Fletcher described the problems with parking on his road when Sheffield Wednesday football match took place at Hillsborough stadium. The police had told the residents that this was an issue for Parking Services.

Councillor Chaplin confirmed that the local TARA had organised a petition to

request double yellow lines on the road. He added that Parking Services could only take action when an offence had occurred.

11. DATE OF NEXT MEETING

11.1 Date and venue to be confirmed.

SHEFFIELD CITY COUNCIL

East Local Area Committee

Meeting held 28 February 2024

PRESENT: Councillors Mary Lea (Chair), Nabeela Mowlana (Deputy Chair), David Barker, Terry Fox, Dianne Hurst, Laura Moynahan and Zahira Naz

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1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Mike Drabble, Mazher Iqbal, Ben Miskell, Sioned-Mair Richards and Sophie Wilson.

2. EXCLUSION OF THE PRESS AND PUBLIC

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 The minutes of the meeting of the Committee held on 7 December 2023, were approved as a correct record.

5. EAST LAC BUDGET UPDATE REPORT

5.1 The Committee considered a report of the Community Services Manager on the funding allocated to the East Local Area Committee for 2023-24 and the proposals for its allocation and expenditure for 2023-24 in line with the East Local Area Committee Community Plan.

5.2 **RESOLVED:** That the East Local Area Committee:-

(i) notes the expenditure against the 2023/24 £100,000 budget allocated to spend on projects that work towards implementing the East LAC Community Plan priorities as set out in Appendix 1 to this report;

(ii) authorises the following expenditure from the £100,000 project budget for the purposes described in the report:

(a) £5001 to Woodthorpe Tenants and Residents Association.

(b) £15,680 to The Link Community Hub; and

- (iii) notes the expenditure against the 2023/24 £38.550 East Cost of Living fund, as set out in Appendix 2 to the report.

5.3 Reasons for Decision

This report is in line with the East Local Area Committee decisions of 11 October 2023 regarding expenditure of its 2023/24 budgets, as detailed in appendix 1 and appendix 2 of the report.

5.4 Alternatives Considered and Rejected

Decisions on any expenditure above the existing authority to the Community Services Manager could be reserved to the Local Area Committee, but this would inevitably delay delivery of priority actions to address specific issues identified in the Community Plan.

All decisions on expenditure to support Community Plan priorities could be delegated to officers. However, this would restrict and undermine the Local Area Committee's ability to monitor its delegated budget and delivery of the Community Plan.

6. EAST LAC END OF YEAR REPORT 2023-2024

- 6.1 The Committee and members of the public in attendance received a presentation from the Community Services Manager on the East Local Area Committee End of Year Report 2023-24. She noted that over one hundred local organisations had been funded through the East Local Area Committee to provide activities and support to communities, and that this was helping to implement the priorities of the East Local Area Committee.
- 6.2 A short film was then shown which outlined the aims of Local Area Committees, the priorities that had been set in consultation with the public, and how the priorities were being actioned across the area.
- 6.3 Councillor Laura Moynahan noted that Ward Pot money had helped to fund activities that would not have otherwise happened, and was of great value in building communities. She added that Cost of Living funding had also made a difference in provide warmth and food to families in need.
- 6.4 Councillor Terry Fox was enthusiastic about work carried out in communities to improve areas across the east of Sheffield. He noted that funding had been prioritised for Local Area Committees at a time when the Council was suffering financial hardship, but that this had been important in order to engage with communities and support as many local organisations as possible.
- 6.5 Councillor Dianne Hurst agreed that funding had made a difference, and noted how the East Local Area Committee team and members had worked with communities, and had encouraged senior management to visit wards to understand their priorities.

- 6.6 Councillor David Barker stated that the End of Year Report was a result of what communities themselves had achieved, and he gave his thanks to all those who had contributed in some way.
- 6.7 Councillor Zahira Naz noted that small amounts of Ward Pot funding could make a difference and empower communities, such as by improving community cohesion, reducing social isolation and helping with cost of living issues.
- 6.8 Councillor Mary Lea confirmed that there was a list in the Budget Report of all organisations that had received funding, and she thanked the East Local Area Committee team for their support in distributing the funding.

7. PARKS UPDATE

- 7.1 The Committee received a presentation from Ruth Bell, Head of Parks and Countryside. The aim of the presentation was to provide an overview of the varied work of the Parks and Countryside Service and further information about activities within the East Local Area Committee wards. There were 800 sites managed by the team across the city that included city parks, district parks, local parks, playgrounds, as well as sports facilities, allotments, closed landfills, closed burial grounds, fishing sites and housing land. The revenue budget had been reduced over the last 14 years and, although income was increasing, it was not 'plugging' the gap. Other challenges across green spaces included anti-social behaviour, fly tipping, litter and tree disease. The introduction of cafes in some parks had helped to increase use of parks, although this came with management challenges. Use of green spaces had increased since Covid, and more 'friends' groups had been set up. 'Ash dieback' was a disease affecting ash trees across the city and it was expected to cost over £10million over a ten-year period to remove affected trees safely. There were costs associated with staffing and providing up-to-date machinery. Anti-social behaviour and fly tipping were a big problem across the city, and there was a cost involved in dealing with particular hotspots. Ms Bell noted her appreciation to the hundreds of volunteers working across the city and providing valuable support to sites. She added that 72% of sites across the East Local Area Committee area met the Sheffield Standard. There were challenges around allotment provision, and it was estimated that around £6,000 would be needed to bring unlettable plots back into use and align with the Sheffield Standard. Issues affecting some plots included fly tipping, anti-social behaviour and burning of materials. She noted some of the recent improvements at Hollinsend Park tennis courts and playground, Skye Edge Fields access, and new playgrounds at Woodthorpe Ravine and Mather Road. Further improvements were planned for Handsworth Recreation Ground, High Hazels Park, Tinsley Meadows and Tinsley Green.
- 7.2 Ms Bell noted that other members of her team would be available during the breakout session to discuss any issues raised.

8. PUBLIC ENGAGEMENT SESSION

- 8.1 The Committee went into a breakout session, during which the members of the public in attendance were given the opportunity to join an engagement session around Sheffield parks and related issues.

9. PUBLIC QUESTIONS AND PETITIONS

- 9.1 The Committee received the following questions from members of the public who attended the meeting to raise them:-

(a) Lynn Rooney, resident of Stradbroke

There are lots of environmental issues on the Stradbroke estate, and I feel that some spaces have more priority than others. Council services do not agree on who is responsible for litter. A vast amount of rubbish is blown around in the winter and trapped in hedges. Once litter appears it then attracts more litter. Grass verges are in a bad state, and the general appearance is not good. It used to be a nice place to live, and people seem to be passing the buck in terms of who is responsible to action this. I have been advised that community litter picks will take place, but I believe this is a dereliction of duty. I have contacted the neighbourhood team but have not heard back. Could the neighbourhood wardens help with litter picking? We need the same level of support that other areas of the city have. There is currently no functioning Tenants and Residents Association (TARA) on the estate to contact.

Councillor Mary Lea advised that if Ms Rooney could provide further details, a walkabout could be organised with members and officers to determine responsibility for clearing up.

Councillor Dianne Hurst confirmed that there were particular hotspots of recurring litter problems, and that she had been present on walkabouts in the area and reported issues on a regular basis. She advised that further visits could take place as needed.

Councillor David Barker noted that co-ordination and co-operation was needed in order to help with the issues.

Councillor Nabeela Mowlana confirmed that she was a member of the Housing Policy Committee and would investigate options for re-instating a TARA.

(b) Gillian Briggs, Headteacher of Phillimore Community Primary School

We talk to our local community and parents regularly about the consultation on the proposal for Phillimore School to manage and use the field/pitch adjacent to the school. Parents are overwhelmingly in favour of this. If the results of the consultation show that people are in favour of this proposal, would you as local councillors also support this proposal?

Councillor Mary Lea advised that the results of the consultation would be collated and that all views, including those from the wider community, would be considered.

Councillor Zahira Naz agreed that it was important to hear views from wider parts of the community on the use of this space, particularly those who had difficulty in accessing the online consultation. She noted that the Council had a responsibility to engage as widely as possible.

(c) Questioner number 3

A serious incident had occurred in Seaton Park where the play area had been destroyed, and it had since been demolished. Were there any plans to repair this area?

Councillor Laura Moynahan explained that the playground equipment had been removed as it had been vandalised and was in a dangerous condition. She added that this was a priority site, along with Sky Edge Fields, for replacement of play facilities in an affordable and sustainable way.

(d) Irene Day, Chair of Sheffield 50+

Why is it necessary to set up a Public Safety Protection Order in the city centre with particular emphasis on the people that are most vulnerable in our society. Have members read the article in the Sheffield Tribune about this?

Councillor Moynahan stated that she found the article had brought together all of the relevant issues and that the Public Space Protection Order would include the area up to Park Hill. She advised that she had been involved in the residents consultation, and that the majority had been in favour of the plans, although some had highlighted issues of it potentially targeting vulnerable people and the divide that this might bring. She added that it was a complex issue and that all views were needed in order to ensure the right level of support could be provided by services and agencies. She asked that as many people as possible submit their views via the consultation process.

Councillor Lea added that there were existing services that provided support to vulnerable people within the city centre, and the Public Space Protection Order aimed to address issues contributing to anti-social behaviour.

Ms Day noted that a number of city centre support agencies currently had reduced opening times, and that she understood that Household Support funding was due to finish at the end of March, so was concerned about whether there were any contingency plans to support those people affected by this.

Councillor Lea confirmed that feedback received via the consultation process would be considered by the Communities, Parks and Leisure Policy Committee.

Councillor Naz added that checks could be made with the Communities, Parks and Leisure Policy on how the details of the consultation had reached those without online access.

- 9.2 Councillor Lea thanked those present for attending, and invited them to view the displays on the 'Living on the Breadline' exhibition.

SHEFFIELD CITY COUNCIL

South East Local Area Committee

Meeting held 29 February 2024

PRESENT: Councillors Kurtis Crossland (Chair), Gail Smith (Deputy Chair), Glynis Chapman, Tony Downing, Denise Fox, Ian Horner, Karen McGowan, Mick Rooney and Ann Woolhouse

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1. WELCOME AND INTRODUCTIONS

1.1 Councillor Kurtis Crossland welcomed everyone to the meeting and sent well wishes to Councillor Alison Norris who was unable to attend the meeting.

2. APOLOGIES FOR ABSENCE

2.1 Apologies for absence were received from Councillors Bryan Lodge, Alison Norris and Paul Wood.

3. EXCLUSION OF THE PRESS AND PUBLIC

3.1 No items were identified where resolutions may be moved to exclude the public and press.

4. DECLARATIONS OF INTEREST

4.1 There were no declarations of interest.

5. GOOD PARKING SCHEME

5.1 Claire Knott, Community Development Worker, outlined the Good Parking Scheme, which was a scheme carried out in the South East area that had identified problems with parking at school drop-off and pick-up times. The scheme aimed to support children in taking some initiative to tackle the problem. Participating students would design parking tickets and then look for examples of good and bad parking. She had recently worked with students at Birley Primary Academy, and she thanked them for engaging and participating in the scheme.

5.2 The Committee presented certificates to participating students from Birley Primary Academy.

5.3 Councillor Kurtis Crossland thanked the school and the Local Area Committee team on behalf of the Committee.

6. MINUTES OF PREVIOUS MEETING

6.1 The minutes of the meeting of the committee held on 16 November, 2023 were approved as a correct record.

7. SOUTH EAST LOCAL AREA COMMITTEE SPEND REPORT

7.1 The Committee considered a report of the Community Services Manager on the funding allocated to the South East Local Area Committee for 2023-24 and the proposals for its allocation and expenditure for 2023-24 in line with the South East Local Area Committee Community Plan.

7.2 In addition to the funding allocation and expenditure detailed in the report, the Committee were asked to approve the following expenditure:-

1. Crime and Community Safety theme:-

Purchase of a mobile CCTV camera - £9,500

2. Health and Wellbeing and Children and Families theme:-

Improve and promote youth provision within the South East area - £10,000

7.3 RESOLVED:

That the South East Local Area Committee:-

(i) Notes the expenditure against the £100,000 project budget to address local priorities in the South East Local Area Committee as detailed in the report;

(ii) Notes the expenditure from the £22,459 South East Cost of Living fund as detailed in the report;

(iii) Authorises the following expenditure from the £100,000 project budget for the purposes described in the report:

(a) £30,000 towards the Environmental Stewardship project for the South East area;

(b) £10,000 for a biodiversity project in the Shirebrook Valley;

(c) £7,000 to establish an Environmental Grant fund;

(d) £9,500 for the mobile CCTV camera;

(e) £10,000 for youth provision; and

(iv) Authorises the Community Services Manager, in consultation with the Local Area Committee Chair, to finalise the eligibility criteria and make decisions, following engagement with the relevant Ward Members, on the award of Environmental Grants of up to £1,000.

7.4 Reasons for Decision

The South East Local Area Committee is asked to note and approve the allocation of funding under the priority headings identified to assist its ability to monitor its budget, and to support delivery of the Community Plan.

7.5 Alternatives Considered and Rejected

Decisions on any expenditure above the existing authority to the Community Services Manager could be reserved to the Local Area Committee but this would inevitably delay delivery of priority actions to address specific issues identified in the Community Plan.

All decisions on expenditure to support Community Plan priorities could be delegated to officers. However, this would restrict and undermine the Local Area Committee' ability to monitor its delegated budget and delivery of the Community Plan.

- 7.6 Ms Foulds noted that there was £12,500 yet to be allocated, and invited applications by the end of March 2024.
- 7.7 Councillor Mick Rooney noted that the spending decisions had been a result of working with members of the public to identify themes and priorities. He added that spend details were discussed and consensus reached across all parties. He had seen the success of some of the projects, and suggested that remaining funding be used to support those who were struggling to afford to feed their families.
- 7.8 A member of the public asked whether hedge-laying could be considered, including training courses for this.
- 7.9 Councillor Tony Downing stated that this had been carried out successfully on the Westfield Estate, and noted that it was expensive and skilled, but a good idea.
- 7.10 Councillor Kurtis Crossland confirmed that this suggestion would be passed on to officers for consideration.

8. PUBLIC QUESTIONS AND PETITIONS

- 8.1 The Committee received the following questions from members of the public in advance of the meeting:-

(a) *Fiona Duncan (read out by the Councillor Kurtis Crossland)*

Are there any plans to address the parking on Sevenairs Road.

At minimum, the yellow lines need putting all along one side of the road, instead of the sporadic lines currently which is making driving on there impossible.

Can the Benton Centre be forced to make more adequate parking provision on their land as plenty of scope to make more spaces

In response, Councillor Crossland confirmed that the Highways team were looking into this issue and a full response would be provided for Ms Duncan.

(b) *Roger Marsh (read out by Councillor Crossland)*

I note that the theme of the next South East Local Area Committee meeting is "Health and Wellbeing." And encouraging good physical and mental health in our community.

Please identify where there is a better example of the above in the community and Sheffield City Council working together, in South East Sheffield, than the Owlthorpe Grassland Grazing Project and the Owlthorpe Heritage and Nature Trail?

Also please explain why SCC is hell bent of destroying a large part of both projects?

Councillor Crossland noted that an officer response had been received and would be shared with the questioner, and that further information would be sought from the relevant policy committee.

(c) *Rachel Sandy (read out by Councillor Crossland)*

I wanted to ask if there were any plans to refurbish Rainbow Park? The play equipment in the park is very old and the place is generally underutilised by the local community because of this. A rejuvenation would help the local area especially during the summer months.

Councillor Crossland confirmed that the question had been passed to the Parks and Countryside Service for a full response. He noted the success of the Friends of Rolling Acres Park in securing funding to improve play equipment in the park, and advised that Local Area Committee officers could put Ms Sandy in contact with Friends of Rainbow Park.

Councillor Tony Downing referred to the Westfield Big Local scheme at Westfield Park, and noted the invaluable help that 'friends' groups provided in securing funding for parks.

(d) *Bryan Pegg (read out by Councillor Crossland)*

A few months ago the Highways department installed traffic monitoring cables across Grange Road.

As a resident of Grange Road concerned over the speed and volume of traffic using this road could the following please be answered by the Highways department.

Have any of the results of these cables been supplied to the local councillors or residents and if not when can they be supplied as to the following

- (1) number of vehicles using road over 24 hours
- (2) number of large vehicles using road over 24 hours
- (3) number of vehicles exceeding 20mph over 24 hours
- (4) number of prosecutions for exceeding 20mph

If the cables across the road installed by Highways over several days were not for any of the above reasons what were they installed for.

Councillor Crossland confirmed that a response had been received by Highways, and would be provided to Mr Pegg.

(e) *Questioner number 5*

I am not able to attend the meeting but have a request for Amey. I have lived on Watch street Woodhouse Mill for 60 years The gutter litter on Furnace Lane from outside the newsagents all the way to Rodman Street is an absolute disgrace. I and many local residents are appalled, can we please have a 'sweeper'? Thank you.

Councillor Kurtis Crossland noted that Amey had confirmed that the area had been swept.

(f) *Jill Green*

1. I have asked at the previous two or three meetings, as well as at the Environmental Group meeting, about the horrendous problem of litter at the side of roads. Amey have responded to say that they do not collect litter from verges at the side of highways during Winter and can't keep on top of the problem. The problem is particularly bad, for example, at the sides of the A57. This is the one of the main arterial routes connecting the SE LAC area. Because this road is not used by pedestrians, the vast majority of litter and flytipping is coming from vehicles. Not only is it polluting the environment, it gives the impression to visitors and residents that Sheffield is a dirty city, just does not care about the environment and it fosters a downward spiral of neglect. People know that they can get away with throwing their litter out of vehicles.

Nearly two years ago, I contacted a company called Littercam. The installation of litter cameras that generate fines for perpetrators has had some success in reducing litter at the side of highways and in other pedestrian areas in other local authority areas. Councillor Ian Horner contacted Littercam last year and they offered to waive their installation fee (£15,000) in return for a percentage of the income from fines. A win / win situation!

Please could the SE LAC pursue this further on behalf of our residents and ask the Environment Committee to consider Littercam's offer? If SCC took this initiative on board in our area it would send a message of zero tolerance of littering from vehicles, as well as provides SCC (or preferably the SE LAC!) with an income, and it could be rolled out in other areas.

2. At the last SE LAC meeting I asked if Amey could ask their operatives to collect litter immediately before grass mowing on verges and other open spaces. Jillian Fairbrother asked me to pinpoint the locations where the shredding of litter was taking place. I have outlined the area on the attached

map in BLUE as an example. I have also witnessed it happening last summer on the grass verge at the side of the A57 next to Coisley Hill /Normanton Spring Road roundabout.

2. The grassed area outlined in red (off Moss Way) is where local residents play football and other games and they have asked if it could NOT be included in 'No Mow May' please.

Councillor Ian Horner was aware that Council officers were currently in discussions with LitterCam, but added that income from such a system would be received centrally and could not be retained by the South East Local Area Committee.

Councillor Crossland advised that a full response would be provided to Ms Green and that she would be kept informed of any updates.

- 8.2 Councillor Crossland confirmed that a statement had been received from Michael Meredith, and that he would liaise with Mr Meredith on the issues raised.
- 8.3 The Committee received the following questions from members of the public who attended the meeting to raise them:-

(a) Fiona Milne, Friends of Birley Spa

Thank you for the funding from the Ward Pot to contribute to the 'Sleeping Giant' of Birley Spa and a few other smaller projects in the grounds. I understand that Sheffield City Council has formally adopted a Heritage Strategy and has appointed an officer. What does this mean for Birley Spa Bath House and what will this change?

Councillor Crossland thanked the Friends of Birley Spa group for their efforts, and expressed his disappointment in the support offered to them by Sheffield City Council so far.

Councillor Gail Smith thanked Fiona for attending the meeting. She stated that Birley Spa Bath House was an amazing asset and was concerned that Sheffield City Council had not discussed lease options with the Friends of Birley Spa, and offered to pursue this with Council officers.

Councillor Mick Rooney believed that this issue should be taken up with the relevant policy committee.

Councillor Karen McGowan noted that conversations had been ongoing over a number of years.

The Chair stated that it was important to protect the culture and history of the city, and it was agreed by the Committee to refer the question to the Strategy and Resources Committee for a full response.

(b) Luke, resident of Handsworth

It is clear that Councillors have a strong push across the city about pollution. What is the view of the Committee on wellbeing and the environment within our local area?

In response, Councillor Crossland noted that the Local Area Committee team had met with the Environmental Champions Group. He added that it could be challenging for local councillors to make a difference, but confirmed that the Local Area Committee were committed to issues around pollution and wellbeing. He suggested that Luke join the breakout session later in the meeting to discuss his concerns in more depth.

Jayne Foulds explained that over the last year, the Local Area Committee had promoted awareness within local primary schools of projects such as the restoration of Shire Brook Valley Nature Reserve, and added that further ideas were welcome.

Councillor Crossland added that further environmental initiatives could be considered as part of the 2024-2025 South East Local Area Committee budget.

(c) Questioner number 3

As part of the Local Plan discussions, we have previously asked questions about air quality surveys and have submitted a Freedom of Information request to find out when further air quality surveys will be carried out. We are following this up and will keep you posted on the outcome.

(d) David Cronshaw

Where finances have been committed, can we have a breakdown on ward spend?

A big percentage of the Cost of Living Funding had gone to Citizens Advice – will there be a review to see if this has been value for money?

Will the money not spent by the end of March be carried forward?

Ms Foulds advised that this could be provided for individual wards, but not for those projects that were carried out across all four wards.

Councillor Gail Smith confirmed that she attended a drop-in session at Westfield on Wednesdays and was shocked at the amount of people needing to use it from all over S20, sometimes with people having to be turned away. She believed this to be good value and that more money should be spent in this way to support those struggling to pay bills and buy food.

Ms Foulds confirmed that all money linked to Cost of Living funding had been allocated and would be spent before the end of March 2024.

Councillor Crossland requested for anyone who knew of any schemes or groups in the area that could benefit, to pass the details to the Local Area Committee.

(e) Jane Baker, resident of Woodhouse

Is vehicle idling part of the Good Parking Scheme?

Councillor Crossland confirmed that this was included.

(f) Willis Marshall, resident of Birley

With the tram network being brought back in to public ownership at the end of March, how confident are councillors that the South Yorkshire Mayoral Combined Authority will be able to maintain and modernise the network, given recent track problems and ageing stock?

On part of Smithfield Road in Charnock the pavements and paths are not accessible for those with mobility issues or prams. The pavements are narrow and sloped into the road, and often have cars parked or pavement slopes into road, so pedestrians often have to step on road which isn't safe. Who should we approach to solve this problem?

Councillor Ian Horner stated that he was a user of the tram system and had raised concerns with the Leader of the Council about refurbishment of old trams and the general state of the system. He advised that a tender process would take place for refurbishment/upgrading of trams. The tram system had received little investment since it had begun, and was relied upon by many, and he hoped for a full audit of the system with a view to seeking Government funding.

Councillor Mick Rooney stated that national government were in control of funding for major capital programmes.

Councillor Crossland noted that they hoped to invite the South Yorkshire Mayor to attend a future South East Local Area Committee meeting.

Councillor Karen McGowan noted that although parking on pavements was an issue across many estates, it was not illegal unless there were double yellow lines. She was happy to discuss specific points with Mr Marshall.

Councillor Denise Fox added that it might be useful for officers to attend the site to consider options available.

8.4 Tim Gollins shared a presentation on adult social care, and made the following points:

- Sheffield Directory was a useful website that shared information on adult social care in Sheffield.
- The Care Act 2014 was the national legislation that was delivered by the Adult Social Care team.
- Adult social care was based on need, and was not free.

- Adult social care provided assistance with eating, drinking, preparing meals and being appropriately clothed.
 - Adult social care was delivered by Sheffield City Council in partnership with the NHS, the Integrated Care Board, service providers and the voluntary and community sector.
- 8.4 Mr Gollins offered to link with the Local Area Committee and attend a future meeting with further detail if needed.
- 8.5 Councillor Crossland invited those present to join the focus group tables and speak to service providers to share their ideas.

SHEFFIELD CITY COUNCIL

Audit and Standards Committee

Meeting held 1 February 2024

PRESENT: Councillors Mohammed Mahroof (Chair), Fran Belbin (Deputy Chair), Lewis Chinchin, Simon Clement-Jones, Laura McClean, Henry Nottage and Howard (Independent Co-opted Member)

1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from Councillor Bryan Lodge

2. EXCLUSION OF THE PRESS AND PUBLIC

2.1 **RESOLVED:** That Item 10 be excluded from the press and public as the report contained exempt information described in Paragraph 3 of Schedule 12A of the Local Government Act 1972 (as amended).

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 **RESOLVED:** The minutes of the meeting held on 19 October 2023, and 23 November 2023 were approved as an accurate record.

5. PUBLIC QUESTIONS AND PETITIONS

5.1 The Committee received 3 questions from a member of the public, prior to the meeting. The member of public was in attendance to raise her questions.

5.2 Ruth Hubbard

1. I watched the discussion on the IA Report on the Fargate Containers at the last meeting, and thank you to the officers who carried this out.

Firstly, watching as a member of the public, I personally don't think the minutes capture the flavour of the discussion that took place so can I please request that the webcast of the meeting be kept live and available on the public system at least until the full ramifications play out, including through to the later discussion that this committee has, I believe, planned on this issue.

Secondly, I note that the committee didn't agree the recommendations - it appeared this was largely because members wanted to widen the scope of the audit and take into account other factors about what happened and why. This, however, seemed to include factors beyond the remit of this committee and, I hesitate to say it, also appeared to want to skate quite closely to potentially making party political capital out of this issue.

The way I sometimes understand this committee is in terms of a car - this committee is not concerned with where the car might go, nor in terms of who all the drivers might be, but in terms of the fitness of what's under the bonnet, the underlying mechanics. So, in terms of the IA report received last time you seemed to refuse that responsibility for securing and providing assurance about the underlying mechanics because you wanted, in part, to discuss, and perhaps put the blame more on, where the car went, and who the drivers were.

So, I'd like to emphasise that in the way this system is supposed to work, the importance of the underlying mechanics and the public interest in the committee performing its role. Overall, you gave no substantive assurance to the public in that meeting that you were paying full attention to those underlying systems and how they were configured or being tuned as an important (but separate) basis to how things might be performed in future. I think it's unhelpful to say this committee does not provide scrutiny (however CIPFA describes it) - it does provide scrutiny but it is about the security of underlying systems rather than scrutiny of specific policies or events. However, I do think your terms of reference (and often your agendas) could be better written to draw attention to this role - it is not just about receiving report after report with no powers. And I still think there is also potential for confusion or even things falling in spaces between this and the Governance Committee. Can the Chair and/or Monitoring Officer comment further on the important role of this committee and its powers, and also consider revising and clarifying relevant terms of reference for the new council year.

Relevant points, scrutiny was a wider concept and does fall within this committee.

The General Counsel (David Hollis) explained that the terms of reference for this committee and the Governance Committee are set out in the Council's Constitution. They are separate but I accept that the titles of committees can sometimes suggest an overlap. It would be a matter for the Governance Committee to look at remits of Committees and that is something it has in its work programme and your comments will be taken on board. I also take your point on the word 'scrutiny'. It does tend to be used in a specific sense relating to Overview and Scrutiny when it has a wide meaning that does remain valid. The Council also has legal scrutiny functions that sit with the Health Scrutiny Sub-Committee.

He mentioned that the remits would be set out in the minutes, the Governance committee was reviewing it as part of their work

programme.

AUDIT AND STANDARDS COMMITTEE

Terms of Reference

Accounts

(1) To approve the Council's Statement of Accounts and the Annual Governance Statement in accordance with the Accounts and Audit Regulations 2015.

(2) To consider and accept the Annual Letter from the Local Auditor in accordance with the Accounts and Audit Regulations 2015 and to monitor the Council's response to any issues of concern identified.

(3) To consider whether appropriate accounting policies have been followed and whether there are concerns arising from the financial statements or from the audit that need to be brought to the attention of the Council.

Audit Activity

(4) To consider the Internal Audit annual report and opinion, and a summary of internal audit activity (actual and proposed) and the level of assurance it can give over the Council's corporate governance arrangements.

(5) To consider summaries of specific Internal Audit reports as requested.

(6) To consider reports dealing with the management and performance of the Internal Audit service, including compliance with Public Sector Internal Audit Standards.

(7) To consider reports dealing with the implementation of agreed Internal Audit recommendations.

(8) To consider any report from Internal Audit on agreed recommendations not implemented within a reasonable timescale.

(9) To consider specific reports as agreed with the local auditor.

(10) To comment on the scope and depth of external audit work and to ensure it gives value for money.

(11) To liaise with the Public Sector Audit Appointments or any relevant organisation over the appointment of the Council's local auditor and to decide upon the appointment process for the local auditor

and to participate in the process, as and when required.

Regulatory Framework and Risk Management

(12) To maintain an overview of the Council's Constitution in respect of contracts standing orders, financial regulations and codes of conduct and behaviour.

(13) To monitor the effective development and operation of risk management in the Council.

(14) To monitor Council policies on the anti-fraud and anti-corruption strategy.

(15) To oversee the production of the Council's Annual Governance Statement and monitor progress on any issues and consider the Council's compliance with its own and other published standards and controls.

Standards

- (16) To promote and maintain high standards of conduct by Councillors, Co-opted Members and Representatives on Committees and Sub[1]Committees.
- (17) To assist Councillors, Co-opted Members and Representatives to observe the Councillor Code of Conduct.
- (18) To advise the Council on the adoption or revision of the Councillor Code of Conduct and Protocols relating to Councillor and Officer behaviour.
- (19) To monitor the operation of the Councillor Code of Conduct.
- (20) To advise, train or arrange to train Councillors, Co-opted Members and Representatives on matters relating to the Councillor Code of Conduct.
- (21) To discharge the functions of dealing with complaints against Councillors and Co-opted Members as set out in Procedure for Dealing with Complaints Regarding City, Parish and Town Councillors and Co-Opted Members.
- (22) To advise the Council on the adoption and revision of its Whistle[1]blowing Policy and monitoring the operation of that Policy.
- (23) To monitor and review procedures relating to gifts, hospitality and personal interests, for Councillors and officers.
- (24) To monitor the Council's complaints process and the Council's response to complaints to the Ombudsman.

GOVERNANCE COMMITTEE

Terms of Reference

- (a) To keep the Council's constitutional arrangements, including the Constitution and the governance system it describes, under review.
- (b) To consider officers' proposals for changes to the Constitution, other than those made by the Monitoring Officer under powers delegated by Full Council, and recommend such changes as it considers necessary to Full Council for approval.
- (c) To keep the thresholds for decisions reserved to Policy Committees under review and recommend any changes as it considers necessary to Full Council.
- (d) To seek direct engagement and participation of the public and stakeholders and partners in the Committee's ongoing consideration of the health of Sheffield's democratic environment.
- (e) To be responsible for the Council's Member Development Strategy and annual Member Development and Induction Plan, including to monitor, review and make recommendations to the Council with regard to the Learning and Development policy for Councillors, Co-opted members and Representatives.
- (f) To keep under review the effectiveness of the arrangements for a committee system of governance:
 - a. Taking account of any changes to the local and national context;
 - b. Including any agreed 'strategic aims' and 'design principles' in its assessment criteria; and
 - c. Actively seeking and using feedback from residents, stakeholders, councillors, officers and partners to inform its

judgements against those criteria.

The Chair (Councillor Mohammed Mahroof) explained that 'principle b' in the Annual Governance Statement (AGS) was about being open and engaging with stakeholders and stated how this was relevant to how we respond to members of the public. He referred to reference of the car and mentioned how the Committee should be looking at how key components work. It was unavoidable at times to stray into topics which are not within the Committees remit as some debates lead to that although the General Counsel rightly intervenes when necessary. The issue around the Fargate Containers is that it has been very passionate, and the Council had received a high level of public interest. The Chair added the Council had learnt a lot following the Lowcock report and it was crucial that the Council be more open and transparent. He said they were instances where issues fell between Audit & Standards and the Governance Committee and that he wanted some assurance around this. Finally, he referred to a previous comment he made about whether the role of this committee was just to 'rubber stamp' issues and if so, the question is whether this committee was needed.

Councillor Fran Belbin believed it was the responsibility of the Chairs to ensure that committee was fulfilling its duties, and that they were discussing issues in the appropriate forum. She explained that the Governance Committee had just established a working group who would be looking into committee remits. They also would be looking at the role of scrutiny. She welcomed the points raised around issues falling between Audit & Standards and the Governance Committee and therefore would be happy to hear more on this through the working group.

Councillor Simon Clement-Jones stated that the Council was currently in a position of no overall control, although this might not be the case forever. He believed the Committee System worked best when a Council was in no overall control and councillors were taking collective responsibility. Following on from the Lowcock report, the Council needed to be more open and transparent. He stated that in a previous meeting he was simply trying to get members of the public answers which they desired.

Ruth Hubbard added that an issue with Fargate Containers may be that it involves an HR investigation and therefore may never come into the public domain.

2. I am pleased to see a new format for, and rewrite of, the draft AGS that is now aligned to CiPFA guidelines. I think this kind of presentation provides a good basis for capturing the annual picture going forward. What I think the AGS doesn't yet do is provide the governance story of the year in the sense that it might do. It's largely a starting point description of the existing

governance arrangements that apply rather than a coherent annual narrative, leading into the action planning. For example, the principles of good governance section could have illustrated the salient or keyways in which these principles have been relevant or applied through the year, rather than the very static descriptions given (that can just be repeated year in year). A few big issues affecting the control environment are mentioned briefly e.g. the LGA Corporate Peer Challenge, the street Tree Inquiry and so on. However, there seems to be no discernible link between these and the subsequent action plan which seems to focus right down on comparatively micro issues such as the possibility of a telephone script being wrong. So, this doesn't appear to lend a flow or an overall coherent narrative to the Statement for the year.

- Can I confirm that review and reporting improvements will continue for the AGS and ask how the review of the reporting process for the AGS will work?

The General Counsel confirmed it was continuing, and we are still working with CIPFA about reviewing process. Ultimately that will be reported back to this committee via updates when it approves the Annual Governance Statement for approval.

- Can I also confirm that containergate is not mentioned because it will be in the 23/24 AGS?

The General Counsel confirmed this was correct, as this was the 2022/23 review.

- I also want to flag I have lots more detailed questions about what is described in the draft AGS about what this or that Board is, or how it works with Directors just simply 'signing off' and assuring that the control environments in their areas are working well and so on, but I think these more detailed question are not for now and perhaps there's a way of making this kind of information more accessible through the next year.

3. Can I ask please about the role of this committee in relation to Stocksbridge Towns Deal. Considerable concerns about failing governance arrangements and processes have been raised by local stakeholders, including at the relevant Local Area Committee - but I have not seen them filter through to here and, what are the Audit and Standards implications of the govt Simplification Pilot for certain external grants (that I understand Sheffield is part of) and how is this being overseen by members in audit and standards terms?

The General Counsel explained that a written response will be after the meeting.

6. AUDIT RECOMMENDATION TRACKER PROGRESS REPORT

6.1 The Committee considered a report regarding the Internal Audit Tracker.

The report tracked progress made against recommendations in audit reports that had been given a no assurance opinion, or a limited assurance with high organisational impact opinion.

- 6.2 The Senior Finance Manager, internal Audit explained that since the last update in June 2023, 58 recommendations were being tracked. 42 had now been implemented with 16 still ongoing. There was 1 critical recommendation which was still outstanding. This related to Montgomery Residential Home.
- 6.3 The Senior Finance Manager, internal Audit explained that this report was taken to the Performance and Delivery Board on 23 January 2024. The board asked all Directorates to review their outstanding audit recommendations at their Performance Clinics and identify how they can support recommendation leads.
- 6.4 The Senior Finance Manager, internal Audit explained that 2 new audit reports had been added to the tracker. These were 'Debtor Controls in Adult and Health Social Care Activities' and 'Establishment Control' and details of these will be reported the next time the tracker was presented to the committee in June/July 2024. She added that the 17 recommendations following the Fargate Container report had now been implemented.
- 6.5 Members of the Committee made comments and asked questions and the following responses were provided: -
- 6.6 The Executive Director of Operational Services (Ajman Ali) informed Members that a staff event took place in November 2023, in which Senior Managers were briefed on the approach they should take when carrying out these projects and the documentation that is required. He added that the council does have a thorough systems in place relating to the procurement process and budget control, the issue with Fargate Containers was these processes were not followed in this case.
- 6.7 The Executive Director of Operational Services explained that the issue relating to Fargate Containers was a one-off incident and the Council had a clear Capital Delivery Management process in place. He stated that these processes will be monitored to ensure these were been followed and suggested that regular deep dive exercises took place in ongoing projects.
- 6.8 The Executive Director of Operational Services confirmed that all the projects should go through the Capital Delivery Service process and if any were to be found not to have gone through this process, then the appropriate actions will be taken.
- 6.9 The Executive Director of Operational Services explained that the progress of council projects was reported through the Finance Committee via a detailed report. They would also be presented to the relevant policy committee.

- 6.10 The Senior Finance Manager, internal Audit explained there had been in a change in staffing within the Children's Service which had caused a delay in the implementing the Montgomery Residential Home audit. She stated that she was confident with the new management team in this service to get this audit implemented and the progress of this would be reported at a future Audit & Standards Committee.
- 6.11 The Senior Finance Manager, internal Audit explained that she would inform the Senior Information Management Officer of the Members comment around the need to implement the case management system in relation to the red rated recommendation on FOIs and SARs.
- 6.12 The General Counsel explained that the deep dive report on Fargate Containers was the HR matter and therefore would not be presented at this Committee. The minute from the previous meeting was incorrect in reporting that that report would be brought back here. This committee could be provided with an update although the report itself would be presented to the relevant Policy Committee if necessary.
- 6.13 **RESOLVED:** That the Audit and Standards Committee (1) note the content of the report; and (2) agree the removal of the following reports from the tracker;
- Disposal of IT assets
 - Software Licensing
 - Hardware Asset Management
 - Creditors – Non-standard payments
 - Fargate Containers

7. ANNUAL GOVERNANCE STATEMENT

- 7.1 The Committee considered a report of the General Counsel which set out the Council's Annual Governance Statement (AGS).
- 7.2 The General Counsel explained that the AGS was part of the accounts process and was a legal requirement under The Accounts and Audit Regulations 2015. The Council is required ensure that it has a sound system of internal control which (a) facilitates the effective exercise of its functions and the achievement of its aims and objectives; (b) ensures that the financial and operational management of the authority is effective; and (c) includes effective arrangements for the management of risk.
- 7.3 This AGS was for 2022/23 and the Council's accounts for that year are yet to be audited. The draft AGS and the draft accounts were published in June 2023.
- 7.4 The General Counsel informed Members that he was checking with CIPFA as to who the appropriate signatories for this AGS would be.
- 7.5 The Practice Management Team Leader (Syed Rizvi) explained there was a diagram within the AGS which outlined the process of verification

undertaken through the production of the AGS.

7.6 Members of the Committee made comments and asked questions and the following responses were provided: -

7.7 The General Counsel confirmed the Governance issues identified within the AGS were not ordered on a priority basis. He stated that all issues outlined were issues that needed to be addressed. He added that he could look within the issues if any needed to be prioritised over others.

7.8 The General Counsel confirmed that work relating to the new accountability framework was ongoing although could not provide an exact date in which this would be rolled out.

7.9 A Member of the Committee referred to a public question presented earlier in the meeting and agreed that the document could flow and read a lot better. The General Counsel agreed this could be looked at.

7.10 **RESOLVED:** That the Audit & Standards Committee (1) note the contents of the annual review as set out in the attached Statement; and (2) approve the Annual Governance Statement as set out in the Appendix.

8. WORK PROGRAMME

8.1 The Committee considered a report of the General Counsel that outlined the work programme for the remainder of the municipal year. Members were asked to approve the programme and identify any further items for inclusion.

8.2 **RESOLVED:** That the work programme be noted.

9. STRATEGIC RISK MANAGEMENT

9.1 The Internal Audit and Corporate Risk Manager, Helen Molteno introduced a report and gave a presentation providing an assessment of the Council's current Risk Management arrangements and the measures implemented to further strengthen and improve them and the current and emerging risks, their impact on service delivery and the controls in place to manage them.

9.2 **RESOLVED:** That the Audit and Standards Committee (a) notes the current assessment of the Council's Risk Management arrangements and endorses the measures being taken to strengthen those arrangements; and (b) notes the current and emerging risks and endorses the actions being taken to mitigate those risks.

10. DATES OF FUTURE MEETINGS

10.1 It was noted that the next meeting of the Committee would be held on 21 March 2024.

- 10.2 The General Counsel updated the committee on the new Independent Persons and Co-Opted Member appointments to the Audit & Standards Committee. He explained that these would be reported at the next Full Council Meeting

SHEFFIELD CITY COUNCIL

Licensing Sub-Committee

Meeting held 22 January 2024

PRESENT: Councillors David Barker (Chair), Talib Hussain and Henry Nottage

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1. APOLOGIES FOR ABSENCE

1.1 An apology for absence was received from the Reserve Member (Councillor Nabeela Mowlana).

2. EXCLUSION OF PUBLIC AND PRESS

2.1 No items were identified where resolutions may be moved to exclude the public and press.

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. LICENSING ACT 2003 - NALLA'S CONVENIENCE STORE, 25 CHURCH STREET, SHEFFIELD, S1 2GJ

4.1 The Chief Licensing Officer submitted a report to consider an application made under section 17 of the Licensing Act 2003 for the grant of a premises licence in respect of the premises known as Nalla's Convenience Store, 25 Church Street, Sheffield, S1 2GJ (Ref No. 05/24).

4.2 Present at the meeting were Mounika Sakhamuri (Applicant), Tim Shield (Legal Representative for the Applicant), Councillor Martin Phipps (on behalf of the Objectors), Samantha Bond (Legal Adviser to the Sub-Committee), Shimla Finch (Principal Licensing Policy and Strategy Officer) and Jay Bell (Democratic Services).

4.3 Samantha Bond outlined the procedure which would be followed during the hearing.

4.4 Shimla Finch presented the report to the Sub-Committee, and it was noted that representations had been received from City Ward Councillors and were attached at Appendix 'B' to the report. The applicant had agreed conditions with South Yorkshire Police which could be found at Appendix 'C' to the report.

4.5 Councillor Martin Phipps stated that the objection from City Ward Councillors

related to the late hours in which the store would be open and permitted to sell alcohol. He asked that the hours in which the premises would be permitted to sell alcohol, be restricted to between 8am to 11pm in line with other independent local stores. The reason for this related to concerns around alcohol being sold to vulnerable people and fuelling anti-social behaviour in the late hours of night and early hours of the morning. He added that later opening hours would jeopardise local agencies and also set a precedent for other premisses to sell Off-licenced alcohol in the City Centre. Councillor Phipps stated that City Ward Councillors also opposed due to the location of the premises, given the existing levels of crime and disorder near the Cathedral and had concerns that, should the application be granted, crime and disorder could increase and impact on local residents and businesses.

- 4.6 In response to questions from Members of the Sub-Committee, Councillor Martin Phipps stated it was possible that City Ward Councillors were unaware of a similar premises permitted to sell alcohol, similar to the times requested by the applicant. He added that the premises mentioned was located at the opposite end of West Street to Nalla's Convenience Store and therefore would be viewed differently. He confirmed that City Ward Councillors did review a similar premises and made representations on that application which was restricted to permitting alcohol between 8am and 11pm. Councillor Phipps confirmed that he often received contact from local residents raising concerns once applications relating to Off-licenced alcohol sale had been submitted.
- 4.7 In response to a question from the Legal Adviser to the Sub-Committee, Councillor Martin Phipps confirmed that he had no personal knowledge of any concerns raised by local residents relating to this particular case although believed that not everyone may have seen the application.
- 4.8 In response to a question from the Legal Representative for the Applicant, Councillor Martin Phipps confirmed that the objection was not criticising the applicant or the premises, the objection related to the times in which the premises would be permitted to sell alcohol and the location of the premises.
- 4.9 Tim Shield informed members of the Sub-Committee that the current DPS (Designated Premises Supervisor) was experienced and had worked in Off-licences for many years. The DPS had previously worked out of Sheffield in a similar premises in Stoke-on-Trent. He explained that Nalla's Convenience Store was a relatively new business although it had already been operating 24hours a day since it had opened. He drew Members of the Sub-Committee's attention to the plan shown as part of the application, and stated that, as seen in the plan, this premises was a convenience store and not a specialised Off-licence although selling alcohol did play a role in the store's sales. He believed that the premises would be a welcome addition to the City and asked Members to review the images of the premises circulated to the Sub-Committee, in advance of the meeting. Mr Shield stated that the aim of the convenience store was to cater for the residents and businesses in the

immediate vicinity. He confirmed there was prior discussions with South Yorkshire Police in which conditions had been implemented and could be found at Appendix 'C' to the report. Tim Shield mentioned four other premises situated on West Street who all had a 24hour Off-licence, and he added that these were all within a five-minute walk from Nalla's Convenience Store. He concluded by believing this premises was a good proposal and would benefit the local area.

- 4.10 In response to questions from Members of the Sub-Committee, Tim Shield confirmed that Nalla's Convenience Store was not a specialist Off-licence. Alcohol would be a part of the sales, but they offered a variety of day-to-day items. He believed that at least two of the four other off-licences on West Street were operating until early hours of the morning. He stated that Nalla's Convenience Store was already operating 24hours and therefore did not believe that being permitted to sell alcohol would cause any further issues. He believed that if there had been existing issues relating to the premises, then South Yorkshire Police would have made a representation. Mr Shield stated that the applicant saw an opportunity for a store in the City Centre and would be offering something different to the other convenience stores in the local area. Mr Shield confirmed that employees at Nalla's Convenience Store had prior experience in working in Off-licences and believed they would be able to address issues relating to anti-social behaviour. He added that an option that would be considered would be restricting the sale of alcohol within the times applied for if they were experiencing high levels of concern.
- 4.11 Councillor Martin Phipps commented on the location, stating that the other off-licences mentioned were at the opposite side of West Street and believed they did not relate to this application.
- 4.12 Tim Shield summarised the case on behalf of the applicant.
- 4.13 Shimla Finch outlined the options available to the Sub-Committee.
- 4.14 **RESOLVED:** That the public and press and attendees involved in the application be excluded from the meeting, and the webcast be paused, before further discussion takes place on the grounds that, in view of the nature of the business to be transacted, if those persons were present, there would be a disclosure to them of exempt information as described in paragraph 5 of Schedule 12A to the Local Government Act 1972, as amended.
- 4.15 Samantha Bond reported orally, giving legal advice on various aspects of the application.
- 4.16 At this stage in the proceedings, the meeting was re-opened to the public and press and attendees, and the webcast re-commenced.
- 4.17 **RESOLVED:** That, in the light of the information contained in the report now submitted, the representations now made and the responses to the questions raised, the application for a premises licence in respect of the premises known as Nalla's Convenience Store, 25 Church Street, Sheffield, S1 2GJ

(Ref No. 05/24) be granted in the terms requested.

(NOTE: The full reasons for the Sub-Committee's decision will be included in the Written Notice of Determination.)

5. LICENSING ACT 2003 - PORTER PIZZA, 394-396 SHARROW VALE ROAD, SHEFFIELD, S11 8ZP

- 5.1 The Chief Licensing Officer submitted a report to consider an application made under section 17 of the Licensing Act 2003 for the grant of a premises licence in respect of the premises known as Porter Pizza, 394-396 Sharrow Vale Road Sheffield, S11 8ZP (Ref No. 06/24).
- 5.2 Present at the meeting were David Musgrove (Applicant), Samantha Bond (Legal Adviser to the Sub-Committee), Shimla Finch (Principal Licensing Policy and Strategy Officer) and Jay Bell (Democratic Services).
- 5.3 Samantha Bond outlined the procedure which would be followed during the hearing.
- 5.4 Shimla Finch presented the report to the Sub-Committee, and it was noted that representations had been received from a local resident which could be found at Appendix 'B' to the report. The local resident had been invited to attend the hearing, but confirmed they would not be attending. Ms. Finch added that, during the consultation period, the applicant had agreed three conditions with South Yorkshire Police which can be found at Appendix 'C' to the report.
- 5.5 A Member of the Sub-Committee referred to the report at Appendix A, stating there had been a typing error on the application in respect of the starting hour for the supply of alcohol on Sundays, which read '12:00' and ought to be '21:00' and asked that it be amended for the record.
- 5.6 David Musgrove informed Members of the Sub-Committee that Porter Pizza was a family-owned business and believed it to be rooted as part of the local community as well as them being keen to invest in the local community which they were a part of. He believed that they had ran the business responsibly for the eight years in which it had been operating. Mr Musgrove explained that they previously made the decision to stop serving alcohol at 9.30pm on weekdays and 10.00pm on weekends and that they intend to follow the same precedent at this premises. He confirmed that the majority of their customers consumed water whilst they were eating and that the remaining was split between soft and alcoholic beverages. Of those who were consuming alcohol, it was mainly a glass of wine or a pint of beer to accompany their

meals. He stated that drunkenness or any alcohol-related issues was not something they've had to deal with since operating with an alcohol licence. Mr Musgrove respected the local resident's representations relating to noise nuisance and how alcohol could impact this, although from his experience this would be extremely limited. The only other noise pollution that Mr Musgrove was aware of was when the glasses were being emptied into the glass bin at the end of a shift, although he was open to reserving this duty until the morning. Mr Musgrove concluded by listing local initiatives that Porter Pizza had and would continue to be part of.

- 5.7 In response to a question from a Member of the Sub-Committee, David Musgrove explained that the only time the Police had been called due to Crime and Disorder was when the premises was broken into many years ago. Mr Musgrove confirmed that the new premises was approximately six doors away from the previous premises.
- 5.8 David Musgrove summarised the case on behalf of the applicant.
- 5.9 Shimla Finch outlined the options available to the Sub-Committee.
- 5.10 **RESOLVED:** That the public and press and attendees involved in the application be excluded from the meeting, and the webcast be paused, before further discussion takes place on the grounds that, in view of the nature of the business to be transacted, if those persons were present, there would be a disclosure to them of exempt information as described in paragraph 5 of Schedule 12A to the Local Government Act 1972, as amended.
- 5.11 Samantha Bond reported orally, giving legal advice on various aspects of the application.
- 5.12 At this stage in the proceedings, the meeting was re-opened to the public and press and attendees, and the webcast re-commenced.
- 5.13 **RESOLVED:** That, in the light of the information contained in the report now submitted, the representations now made and the responses to the questions raised, the application for a premises licence in respect of the premises known as Porter Pizza, 394-396 Sharrow Vale Road, Sheffield, S11 8ZP (Ref No. 06/24), be granted in the terms requested.

(NOTE: The full reasons for the Sub-Committee's decision will be included in the Written Notice of Determination.)