

Strategy and Resources Policy Committee

Meeting held 7 September 2023

PRESENT: Councillors Tom Hunt (Chair), Angela Argenzio, Dawn Dale, Douglas Johnson (Group Spokesperson), Shaffaq Mohammed (Group Spokesperson), Zahira Naz, Joe Otten, Richard Williams, Mark Jones (Substitute Member), Mike Levery (Substitute Member) and Minesh Parekh (Substitute Member)

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Fran Belbin, Ben Miskell and Martin Smith.

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 MEETINGS

4.1 The minutes of the previous meetings held on 12 July and 2 August 2023 were approved as a correct record.

5. APPOINTMENTS TO SUB-COMMITTEES

5.1 The Committee noted that, on 11 July 2023, the Monitoring Officer, in consultation with the relevant political group whip, authorised the appointment of Councillors Steve Ayris and Mohammed Mahroof to the substitute member vacancies of the Charity Trustee Sub-Committee.

6. PUBLIC QUESTIONS AND PETITIONS

6.1 There were no public questions or petitions.

7. MEMBERS' QUESTIONS

7.1 There were no Members' questions.

8. RETIREMENT OF STAFF

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

8.2 **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>		
Jacky Bellingham	Senior Teaching Assistant	24
<u>City Futures</u>		
Michael Bower	Building Clerk of Works	44
<u>Neighbourhood Services</u>		
Gary Taylor	Housing Coordinator	39
<u>Strategic Support Services</u>		
Denise Gambles	Personal Assistant	34
Tracey Hollis	Cabinet Support Manager	39

(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.

9. **WORK PROGRAMME**

9.1 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 an addendum had been circulated seeking agreement to the consideration of three specific items by Finance Committee and confirmation of consideration of a cross cutting item by Community Parks and Leisure Policy Committee.

9.2 **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 detailed in Appendix 1 of the report;

(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;

(e) Finance Committee be requested to consider the following items:

- Annual review of Sheffield's Council Tax Reduction Scheme
- Corporate Debt Policy
- Commission of a Debt Recovery Framework; and

(f) the Community Champions item be considered at the Community, Parks and Leisure Policy Committee.

10. MEDIUM-TERM FINANCIAL ANALYSIS (MTFA), COMMITTEE BUDGET SAVINGS TARGETS & 2023/24 Q1 BUDGET MONITORING POSITION

10.1 The Director of Finance and Commercial Services submitted a report setting out the medium-term financial position for the Council and proposals on how individual policy committee budget targets for 2024/25 are set. The report also sets out the 2023/24 Q1 budget monitoring position for the general fund and the Strategy and Resources committee budget position.

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

(a) endorses, as a planning assumption, core Council Tax increases of 2.99% for 2024/25 and 2% each year after and the Adult Social Care Precept increases of 2% for 2024/25 and 1% each year after;

(b) notes, that while the Council has taken action to remove reliance on reserves to balance the budget, the current level of reserves provides a limited amount of time for action to be taken strategically in response to the financial position;

(c) notes, firm action is being taken over the period of the Medium Term Financial Analysis (MTFA) to contain pressures and deliver significant savings and/or mitigations through continued delivery of BIPS and organisational development and transformation. Failure to do so will see the Council's financial position become unsustainable;

(d) requests, an updated MTFA will be presented in November 2023 to Strategy and Resources Policy Committee following identification of savings by Committees and refinement of pressures in the coming months;

(e) approves the 2024/25 budget targets as set out in this report reflecting the MTFA;

(f) requests that reports are presented to Policy Committees for approval at meetings in November that set out how they will balance their budgets for 2024/25;

(g) notes that a consolidated report based on the individual Policy Committee reports and decisions of the Policy Committees will be brought to the 13 December meeting of this Committee;

(h) notes the updated information and management actions provided by this report on the 2023/24 Q1 Revenue Budget.

10.3 **Reasons for Decision**

The recommendations in this report will formally record the changes to the revenue budget and ensure that the Council has a robust budget process for 2024/25 and that each Policy Committee undertakes any work required to balance their 2024/25 budget.

10.4 **Alternatives Considered and Rejected**

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

11. **AIR-CONDITIONING AND AIR-HANDLING SERVICE COMMISSION**

11.1 The Executive Director Neighbourhood Services submitted a report setting out the Council's statutory duties to maintain and inspect air conditioning and air handling equipment. The report explains how the services have been delivered to date and the importance of service continuity. The report will then set out to justify the commissioning of an external service provider to service, maintain and inspect air conditioning and air handling equipment.

11.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee approves the commission of an external service provider to deliver the servicing, inspection, and maintenance of air-conditioning and air-handling equipment, with an estimated value of £390,000, for a period of 3 years, as set out in this report.

11.3 **Reasons for Decision**

Preferred option – to commission the service in the manner described in section 1 of this report. This will enable the Council to continue to provide essential services to manage and maintain equipment within our properties.

11.4 **Alternatives Considered and Rejected**

- 11.4.1 Do nothing – this is not an option as the Council has the ongoing requirement and legal responsibility to safely manage equipment within our properties. The current contract for this service is due to expire at the end of March 2024.
- 11.4.2 Self-Deliver - this is not a viable option; the service has neither the capacity or expertise to deliver these goods and services.
- 11.4.3 Further extend existing contracts – this is not a viable option. As ever, the Council must adhere to the Public Contract Regulations (2015), thus further variations (value and duration) are not deemed easily reconcilable with the provisions set out within PCR.

12. COMMISSION OF SECURITY GUARDING AND KEYHOLDING SERVICES

- 12.1 The Executive Director Neighbourhood Services submitted a report will seeking approval to commission security guarding and keyholding services from an external provider. The report sets out the background to the service and explain why this service cannot be delivered in-house. The report also describes how the service is currently being delivered and goes on to set out the type of service desired for the commission.
- 12.2 **RESOLVED UNANIMOUSLY:** That Strategy and Resources Policy Committee approves the commission of security guarding and keyholding services from an external provider, for a period of up to 4 years and with an estimated value of £7,600,000, as set out in the report.
- 12.3 **Reasons for Decision**
- 12.3.1 Preferred option – to commission security guarding and keyholding services from an external provider. This will help enable the Council to continue to provide this key service.
- 12.4 **Alternatives Considered and Rejected**
- 12.4.1 Do nothing – this is not a viable option as the Council has the ongoing requirement for an effective security guarding provider and a legal responsibility to safely manage our properties and the existing contract is due to expire.
- 12.4.2 Self-Deliver - this is not a viable option; the Council has neither the capacity nor expertise to deliver these services.
- 12.4.3 Further extend existing contract – this is not a viable option as all available contract extensions have been utilised. As ever, the Council must adhere to the Public Contract Regulations (PCR) 2015 thus further variations (value and duration) are not deemed easily reconcilable with the provisions set out within PCR.

This page is intentionally left blank