

SHEFFIELD CITY COUNCIL

SCHEDULE OF FORTHCOMING EXECUTIVE DECISIONS

The Schedule is published weekly and items added within the last seven days are highlighted in bold.

1. This schedule provides amongst other decisions, details of those Key Executive Decisions to be taken by the Co-operative Executive, Executive Highways Committee, Individual Executive Members or Executive Directors/Directors in 28 days and beyond as required by Section 9 of The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.
2. The decision makers are:
 - **Co-operative Executive** - Councillors Terry Fox (Chair), Jayne Dunn, Julie Grocutt, Mazher Iqbal, Douglas Johnson, George Lindars-Hammond, Cate McDonald, Alison Teal, Paul Turpin and Paul Wood.
 - Where **Individual Executive Members** or **Executive Directors/Directors** take Key Executive Decisions their names and designation will be shown in the Plan.
3. Access to Documents - details of reports and any other documents will, subject to any prohibition or restriction, be available from the date upon which the agendas for the Co-operative Executive and Executive Highways Committee and reports on key Individual Executive Member and Executive Director decisions are published (five clear working days before the meeting or decision) and accessible at <http://democracy.sheffield.gov.uk> or can be collected from Democratic Services, Legal and Governance, Town Hall, Pinstone Street Sheffield S1 2HH.
4. A key decision is one that results in income or expenditure of more than £500,000 or is likely to be significant in terms of its effects on two or more wards. The full definition of a key decision can be found in Part 2, Article 13 of the Council's Constitution which can be viewed on the Council's website <http://democracy.sheffield.gov.uk>.
5. For details of the consultation process and how to make representations, please contact Democratic Services, Legal and Governance, Town Hall, Sheffield S1 2HH (phone 0114 273 4014 or email: committee@sheffield.gov.uk).

DECISION DATE	TITLE OF REPORT AND DESCRIPTION OF DECISION K = Key Decision	DECISION MAKER	WHAT DOCUMENTS WILL BE CONSIDERED BY THE DECISION MAKER?	DATE DOCUMENTS AVAILABLE	CONTACT OFFICER (Portfolio, Officer and contact details)
Not before 29 Oct 2021	<p>Sheffield Street Tree Strategy - Implementing the Working Strategy for the Removal and Planting of Street Trees</p> <p>This report builds on the principles of the Sheffield Street Tree Strategy and outlines a new decision process, including new public consultation approach for the removal and planting of street trees.</p>	Executive Member for Housing, Roads and Waste Management	Report of the Executive Director, Place	TBC	Place Gillian Charters Tel: 0114 2037528 gillian.charters@sheffield.gov.uk

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Not before 29 Oct 2021	<p>Acceptance and Issuing (where required) of Sheffield City Region Brownfield Housing Fund Grant Funding (K)</p> <p>Sheffield City Region has endorsed the allocation of 'early delivery' Brownfield Housing Fund grant funding to the Council to support the development of strategic regeneration projects.</p> <p>The report will seek approval to accept and issue grants (where required, with appropriate delegated authority sought).</p>	Executive Member for City Futures: Development, Culture and Regeneration	Report of the Executive Director, Place	TBC	Place Janet Sharpe Tel: 0114 2735493 janet.sharpe@sheffield.gov.uk
Not before 29 Oct 2021	<p>Procurement of Furniture Removal, Storage and Disposals Contract</p> <p>A Furniture Removal, Storage and Disposals Contract requires procuring due to the current contract being due to expire at the end of December 2021.</p>	Executive Member for Finance and Resources	Report of the Interim Executive Director, Place	TBC	Place Jack Burns jack.burns@sheffield.gov.uk

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Not before 18 Nov 2021	<p>Provision of Post-Mortem Services for HM Coroner, South Yorkshire (West) (K)</p> <p>Sheffield City Council are statutorily required to provide a post-mortem service for HM Coroner South Yorkshire (West). This service is provided in different locations by specialist staff (on a fee per case basis). The specific nature of the work means there is no route to market, no alternative provisions possible and the service cannot be subjected to competition.</p> <p>The proposal is to produce a 3-year waiver for all categories of post-mortem (standard, forensic, and children's). This will remove the need to produce 9 separate waivers as has been done previously (one per category per year). This will save time and expenditure.</p>	Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks and Leisure	Report of the Executive Director, Place	10/11/21	Place Ellie Fraser Tel: 0114 205 2478 ellie.fraser@sheffield.gov.uk

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1 Dec 2021	<p>Kelham Island Experimental COVID19 Highway Restrictions</p> <p>Highway changes were made in July 2020 as part of the Council's emergency response to COVID19. These changes were made using an Experimental Traffic Regulation Order process which expires in January 2022. As there were objections to these changes, an Executive Member decision is required to retain or remove them.</p>	Executive Member for Climate Change, Environment and Transport	Report of the Executive Director, Place	TBC	Place Matthew Lowe Tel: 0114 2736208 matthew.lowe@sheffield.gov.uk
Not before 1 Dec 2021	<p>Personal Protection Equipment (PPE) Tender (K)</p> <p>This report seeks authority to procure and appoint a supplier to supply PPE across Sheffield City Council.</p>	Executive Director, Resources	Report of the Executive Director, Resources	12/11/21	Resources Tim Dent Tel: 20 53646 Tim.Dent@sheffield.gov.uk

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Not before 6 Dec 2021	<p>Supply of Workwear and Protective Clothing (K)</p> <p>The contract with Arden Winch who currently supply workwear is due to expire on the 31st March 2022. We are required to run a competitive procurement exercise to find a new supplier of workwear. Based on the spend in Financial Year 2020-2021 of £1,066,519 we are required under the Public Contract Regulations 2015 to run a competitive tender process via the Find a Tender Service (FTS) procedure.</p>	Executive Director, Resources	Report of the Executive Director, Resources	26/11/21	<p>Resources Thomas Hurd</p> <p>thomas.hurd@sheffield.gov.uk</p>

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15 Dec 2021	<p>Procurement of the Technology Enabled Care (TEC) Monitoring Service Contract (K)</p> <p>The TEC Monitoring Service contract delivered by Centra will expire on the 31 July 2022. Therein, we are required to tender and procure a contracted provider for the delivery of this service.</p>	Co-operative Executive	Report of the Executive Director, People Services	9/11/21	<p>People Services Sarah Swinburn</p> <p>sarah.swinburn@sheffield.gov.uk</p>
15 Dec 2021	<p>Month 7 Capital Approvals 2021/22 (K)</p> <p>This report provides details of the additions and variations to the Capital Programme for approval by Cabinet, alongside details of procurement strategies and any capital grants for acceptance or issue.</p>	Co-operative Executive	Report of the Executive Director, Resources	07/12/21	<p>Resources Damian Watkinson Tel: 0114 2736831</p> <p>damian.watkinson@sheffield.gov.uk</p>

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15 Dec 2021	<p>Agency Staffing Provision (K) The current Agency contract arrangement for Reed Talent Solutions to supply Temporary staff to the Council comes to an end on 31 March 2022. The impact of the Covid pandemic and current financial challenges have led to a period of uncertainty when assessing our temporary staffing resource requirements. During the last 18 months our type and level of spend on Agency staffing is atypical. At the same time, there are a number of other organisational interventions underway including an organisation wide VER/VS scheme to support workforce planning. In addition, resource controls have been introduced, requiring all new or extensions to resourcing requests, including agency to be approved at Portfolio leadership team. The impact of these controls is being monitored and supporting the assessment of our future temporary staffing needs. A 24-month extension to the Agency contract will give us the necessary time to complete the VER/VS scheme thus enabling us to understand our future workforce requirements before the tender specification is developed. (The lead time for this tender would be 12 months which includes options appraisal and market engagement, followed by implementation of 6 months).</p>	Co-operative Executive	Report of the Executive Director, Resources	07/11/21	<p>Resources Peter White Tel: 27 36924 peter.white@sheffield.gov.uk</p>

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15 Dec 2021	<p>Heart of the City Project Update (K)</p> <p>To provide a report on the progress of the Heart of the City project, agreements with John Lewis and a decision on the retention or sale of the first completed building.</p> <p>To provide a progress report on Heart of the City since the last public report in July 2020 and to agree the way forward with John Lewis and formally document decisions on the retention or sale of completed buildings.</p>	Co-operative Executive	Report of the Executive Director, Place	07/12/21	<p>Place Nalin Seneviratne</p> <p>nalin.seneviratne@sheffield.gov.uk</p>
15 Dec 2021	<p>Revenue Budget and Capital Programme Monitoring 2021-22 - Quarter 2 (K)</p> <p>The report will provide the Quarter 2 monitoring statement on the City Council's Revenue Budget and Capital Programme for 2021-22.</p>	Co-operative Executive	Report of the Executive Director, Resources	7/12/21	<p>Resources Ryan Keyworth Tel: 0114 2057303 ryan.keyworth@sheffield.gov.uk</p>

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15 Dec 2021	Parkwood Options Appraisal (K) In order for the Council to decide how best to proceed it has undertaken a project review and options appraisal for the delivery of future leisure development of the Parkwood site.	Co-operative Executive	Report of the Executive Director, Place	7/12/21	Place Tammy Whitaker Tel: 0114 2053230 tammy.whitaker@sheffield.gov.uk

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15 Dec 2021	<p>Streets Ahead PFI Contract-Refinance (K)</p> <p>The Streets Ahead contract ('the Contract') has been set a significant savings target in order to contribute to the Council achieving its challenging budget position in the future.</p> <p>To carry out a Refinance to replace the current funders with potential new funders on more favourable terms in order to reduce the cost to the Council of the Streets Ahead contract.</p> <p>Failure to carry out the Refinance will result in more pressure on achieving the Council's current and future budget and may result in more drastic cuts to front line services</p>	Co-operative Executive	Report of the Executive Director, Resources	07/12/21	Resources Jayne Clarke Tel: 20 39159 jayne.clarke2@sheffield.gov.uk

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Not before 4 Jan 2022	<p>Private Sector Leasing Scheme and Rough Sleepers Accommodation Programme (RSAP) (K) In Sheffield, over the previous year there have been 144 rough sleepers counted in the monthly headcounts. Of these 44 are of medium needs and 23 ready for move on accommodation. Each month there has been an average of 9 rough sleepers who are not repeats. We would therefore expect to see a further 108 new rough sleepers over the next year. We would expect based on the current picture that around 18 would need move on. We have also made an estimate that 6 people would be ready for move on who are currently in emergency accommodation based on a current snapshot. The below shows the yearly estimates: Year 1: 47, Year 2: 71, Year 3: 48, Year 4: 48, Year 5: 48 We propose that we will set up a Private Sector Leasing (PSL) scheme for 15 rough sleepers.</p> <p>We know private landlords in Sheffield are keen to lease the council their property at Local Housing Allowance (LHA) rents of which the council can recover back a large amount of. We understand we will get 90% of the 2011 LHA rates as subsidy from Department of Work and Pensions (DWP) as subsidy. Other costs are for private contractors for cleaning and repairs and maintenance of which a procurement and tendering exercise has taken place for a similar scheme which we can use as well for this model. We will use the Council's Furnished Team to furnish the properties and replace furniture from them too if required. We are requesting funds for 2 x Tenancy Support Workers for 15 units and not claiming for any other staffing costs but will cover additional costs for staffing within our current staffing structure. We have an existing PRS scheme and will utilise staff with experience and knowledge in the field to support this scheme. We will provide extra staffing resource ourselves to ensure the management, procurement of property, property inspections and monitoring of rents, contractors' invoices and payments are all dealt with efficiently. We will draw on the Personalisation Fund funded by RSI 4 and if required we can use TSW from Housing First project who will have the relevant skills and experience to work with rough sleepers</p>	Executive Member for Housing, Roads and Waste Management	Report of the Director of Housing and Neighbourhoods	TBC	<p>People Services Jessica Senior</p> <p>jessica.senior@sheffield.gov.uk</p>

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Not before 4 Jan 2022	<p>School Admission Arrangements for the 2023/24 Academic Year (K)</p> <p>The Local Authority is responsible for setting admission arrangements for all Community and Voluntary Controlled Schools. It must “Determine” and publish its admission arrangements every year. There is a requirement to consult on the arrangements once every seven years unless there are significant changes proposed. The arrangements were consulted upon last year for the 2023/24 academic year. The key decision is to determine the Council’s Admission Arrangements for Community and Voluntary Controlled Schools. To consult on the admission arrangements for 2023/24 including any proposed reductions to admission numbers in line with the City wide strategy to manage falling pupil numbers at Reception age. To ensure that the City Council is carrying out its statutory duty to determine its Admission Arrangements for 2023/24 by 28 February 2022.</p>	Executive Member for Education, Children and Families	Report of the Executive Director, People Services	TBC	People Services John Bigley Tel: 0114 2734097 john.bigley@sheffield.gov.uk

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19 Jan 2022	<p>Working together with the NHS in Sheffield: Future Vision and Governance (K)</p> <p>The Co-operative Executive is asked:</p> <ul style="list-style-type: none"> a. agree the Council's approach to the proposed changes to the NHS; b. agree future arrangements for the governance of health through a revised Joint Commissioning Committee with the South Yorkshire Integrated Care System; and c. agree to endorse the future working arrangements and vision for the Sheffield Health and Care Partnership. 	Co-operative Executive	Report of the Executive Director, People Services	07/12/21	<p>People Services Alexis Chappell</p> <p>alexis.chappell@sheffield.gov.uk</p>

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19 Jan 2022	<p>Lease of Endcliffe Park Cafe, Rustlings Rd, Sheffield S11 7AB</p> <p>Extension to current occupancy, to recommend the grant a new lease of the property to the current tenant Ashley Charlesworth for a period of 2 years.</p> <p>The current occupancy is by way of a terminable tenancy that was granted as an interim arrangement pending the offer of a new lease. This seeks to regularise the position.</p>	Co-operative Executive	Report of the Executive Director, Place	07/12/21	Place Ian Wrightson Tel: 0114 2735621 ian.wrightson@sheffield.gov.uk

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19 Jan 2022	Month 8 Capital Approvals 2021/22 (K) This report provides details of the additions and variations to the Capital Programme for approval by Cabinet, alongside details of procurement strategies and any capital grants for acceptance or issue.	Co-operative Executive	Report of the Executive Director, Resources	11/01/22	Resources Damian Watkinson Tel: 0114 2736831 damian.watkinson@sheffield.gov.uk

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19 Jan 2022	<p>10 Point Plan for Addressing Climate Change (K)</p> <p>Sheffield City Council has declared a climate emergency and has a stated ambition to reduce its emissions to net zero carbon by 2030. This aim requires a wide range of action to be taken both by the Council and by others in the city.</p> <p>The 10 point plan provides an outline way forward for the Council, laying the groundwork required to make progress at pace and identifying key actions to reduce carbon emissions immediately.</p> <p>Laying the groundwork and then moving in an agile way allows the Council to react to fast changing funding opportunities and technologies.</p>	Co-operative Executive	Report of the Interim Executive Director, Place	07/12/21	Place Mark Whitworth Tel: 27 36924 mark.whitworth@sheffield.gov.uk

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19 Jan 2022	<p>Sheffield (Local) Plan Spatial Options (K)</p> <p>To agree the overall spatial approach in the emerging Sheffield (Local) Plan. The report will set out the overall spatial options for meeting future development needs in Sheffield in the period to 2039. It will seek agreement on a preferred approach in advance of producing the Publication Draft Sheffield Plan (to be published for public consultation in October 2022). The Government has increased the housing need figure for Sheffield by 35% and the implications of providing land for new homes and jobs to support this higher figure requires careful consideration. It is desirable, as far as possible, to build a political consensus around how Sheffield should grow and develop over the next 18 years. Once a preferred overall spatial approach has been agreed, it will then be used to develop more detailed policies, proposals and site allocations in the Draft Sheffield Plan.</p>	Co-operative Executive	Report of the Interim Executive Director, Place	11/01/21	<p>Place Simon Vincent Tel: 0114 2735897 simon.vincent@sheffield.gov.uk</p>

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19 Jan 2022	<p>Housing Revenue Account (HRA) Business Plan and HRA Budget 2022/23 (K)</p> <p>The Co-operative Executive Report will provide an update on the Housing Revenue Account (HRA) Business Plan and proposes the HRA budget, rent and charges for 2022/23</p>	Co-operative Executive	Report of the Interim Executive Director, Place	11/01/2022	Place Janet Sharpe Tel: 0114 2735493 janet.sharpe@sheffield.gov.uk
16 Feb 2022	<p>Month 9 Capital Approvals 2021/22 (K)</p> <p>This report provides details of the additions and variations to the Capital Programme for approval by Cabinet, alongside details of procurement strategies and any capital grants for acceptance or issue.</p>	Co-operative Executive	Report of the Executive Director, Resources	08/2/22	Resources Damian Watkinson Tel: 0114 2736831 damian.watkinson@sheffield.gov.uk

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16 Feb 2022	Revenue Budget and Capital Programme for 2022/23 (K) Report to propose the Council's Revenue Budget and Capital Programme for the financial year 2022/23.	Co-operative Executive	Report of the Executive Director, Resources	8/2/22	Resources Ryan Keyworth Tel: 0114 2057303 ryan.keyworth@sheffield.gov.uk
Not before 14 Mar 2022	School Calendar 2023/24 (K) The Local Authority is required to consult annually and determine the school term dates for Community, Voluntary Controlled and Community Special Schools under Section 32 of the Education Act 2002. Following consultation, to agree the proposed school calendar for the 2023/24 academic year To ensure that the Local Authority complies with its statutory duty and approves a school calendar for 2023/24.	Executive Member for Education, Children and Families	Report of the Executive Director, People Services	TBC	Place John Bigley Tel: 0114 2734097 john.bigley@sheffield.gov.uk

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16 Mar 2022	Revenue Budget and Capital Programme Monitoring 2021-22 - Quarter 3 (K) The report will provide the Quarter 3 monitoring statement on the City Council's Revenue Budget and Capital Programme for 2021-22.	Co-operative Executive	Report of the Executive Director, Resources	8/3/22	Resources Paul Schofield Tel: 0114 2736000 paul.schofield@sheffield.gov.uk
16 Mar 2022	Month 10 Capital Approvals 2021/22 (K) This report provides details of the additions and variations to the Capital Programme for approval by Cabinet, alongside details of procurement strategies and any capital grants for acceptance or issue.	Co-operative Executive	Report of the Executive Director, Resources	08/3/22	Resources Damian Watkinson Tel: 0114 2736831 damian.watkinson@sheffield.gov.uk

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20 Apr 2022	Month 11 Capital Approvals 2021/22 (K) This report provides details of the additions and variations to the Capital Programme for approval by Cabinet, alongside details of procurement strategies and any capital grants for acceptance or issue.	Co-operative Executive	Report of the Executive Director, Resources	12/4/22	Resources Damian Watkinson Tel: 0114 2736831 damian.watkinson@sheffield.gov.uk