

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>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

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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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Not before 19 Jan 2022	<p>Return to the Worksite and Introduction of Hybrid Working for Council Staff (K)</p> <p>During the initial stages of the Covid-19 pandemic, the Government introduced a requirement for everyone to work from home where possible. A large proportion of the Council's office-based workforce began working from home in March 2020 and have continued to do so since that time.</p> <p>This report requests authorisation for a partial return to the worksite from February 2022 for that cohort of staff who have continued to work from home throughout, and the introduction of a flexible 'hybrid' working style enabling the benefits of working from home to be combined with the advantages of being in the worksite and the necessary expenditure to support this transition, primarily for the purposes of purchasing additional office furniture and improvement works to Wi-Fi capabilities in the Council's office estate.</p>	Leader of the Council	Report of the Executive Director, Place	TBC	<p>Resources Nathan Rodgers Tel: 27 35621 nathan.rodgers@sheffield.gov.uk</p>

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Not before 3 Feb 2022	<p>Parking Fees and Charges (K)</p> <p>Review of the associated fees and charges that can be set by the Council.</p> <p>To review each area of charging and set-out a proposal as appropriate to ensure the effective management of traffic and support the Transport Policy.</p> <p>Inflationary rises have eroded the effectiveness of parking fees and tariffs in managing traffic. The fees are to be reviewed to support the Transport Strategy objectives to maintain car access, while supporting public transport and active travel objectives. The review will consider the impact on the climate emergency and clean air objectives.</p>	Executive Member for Climate Change, Environment and Transport	Report of the Executive Director, Place	TBC	Place Ben Brailsford Tel: 20 53006 ben.brailsford@sheffield.gov.uk

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Not before 16 Feb 2022	<p>Procurement of Vehicle Telematics and Job Scheduling software to support services within Place Portfolio (K)</p> <p>The Place Portfolio currently use the software as an all-in-line solution to provide the following functionality:</p> <p>:</p> <ul style="list-style-type: none"> • Customer Relationship Management (CRM) • Job Scheduling • Customer job bookings • Mobile Working • Telematics (Vehicle tracking and monitoring) <p>The purpose of this report is to seek authority to procure a new contract as the current contract ends 31.03.2022</p> <p>Approval is sought to contract via the Crown Commercial Services framework Vehicle Telematics Hardware and Software Solutions RM6143 and seek delegated authority to award the contract.</p> <p>The current commercial arrangements terminate on 31.03.2022 therefore a new contract is required to ensure continuity of service delivery.</p>	Executive Member for Finance and Resources	Report of the Executive Director, Place	08/02/22	Place Jessica Kavanagh jessica.kavanagh@sheffield.gov.uk

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22 Feb 2022	<p>Facilitation and Support Partnership for Schools Management Information Systems</p> <p>Sheffield City Council (SCC) has previously purchased Licenses for maintained Schools Management Information System (SIMS) and Finance Management System (FMS) on behalf of schools at a reduced cost. SCC have two traded services team who have supported the use of this software in schools for over 15 years. SIMS and FMS have been sold by Capita and the new owners have merged with another school system provider, ParentPay. The new company have made the decision to license directly with schools from 22/23. To enable schools to benefit from the reduced license costs SCC need to agree to a facilitation agreement with ESS. To continue the traded service SCC need to agree to a SIMS Support Unit (SSU) agreement.</p>	Executive Member for Education, Children and Families	Report of the Executive Director, People Services	22/02/22	<p>People Services Dominic Sleath</p> <p>dominic.sleath@sheffield.gov.uk</p>

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Not before 1 Mar 2022	<p>Older Persons Independent Living - OPIL with Care Procurement of Café provider Seeking approval to tender and award contract for the café at the Older Persons Independent Living (OPIL) Buchanan Green scheme.</p> <p>The Council intends to:</p> <ol style="list-style-type: none"> i. Commission a provider to operate the café within the new OPIL Buchanan Green scheme. ii. Delivering a café model to the residents and the wider community, providing opportunities for social inclusion and reducing loneliness and isolation. In turn, supporting the development of a community hub and a modern facility for local groups to meet. <p>As part of the initial Business Case for the development of the OPIL with care schemes, it was approved that a café model would serve the scheme and community.</p> <p>It is foreseen that the café will:</p> <ul style="list-style-type: none"> • Promote the sense of community, interaction between residents and younger people • Provide opportunities for social inclusion and reduce loneliness and isolation • Supporting the development of a community hub and a modern facility for local groups to meet (which will help to support the café) • Providing access to regular nutritious food to support health and well being • Provide social value. 	Executive Member for Housing, Roads and Waste Management	Report of the Executive Director, Place	21/02/22	Place Rhian Owen Tel: 29 30119 rhian.owen@sheffield.gov.uk

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Not before 3 Mar 2022	<p>Appropriation of the former Bole Hill View Older Persons' Residential Home site (Eastfield Road, Crookes, Sheffield, S10 1QL) for housing purposes. (K)</p> <p>The former Bole Hill View Older Persons' Residential Home site, known as 'Bole Hill View', is a circa 0.35 hectare site situated off East Hill Road, Crookes, Sheffield, S10 1QL. The site is owned and maintained by Sheffield City Council, within the People Portfolio. It was declared surplus to requirements by the then "Communities" portfolio in 2013. Disused for a number of years, part of the site is occupied by a former older persons' unit (now vacant). With the site and building now declared surplus to requirements, it is proposed that the site be appropriated to housing purposes (Part II of the Housing Act 1985) and used for the for the provision of new housing through the Council Housing Stock Increase Programme (approved by the Cabinet Member for Neighbourhoods and Community Safety in October 2019).</p>	Executive Member for Housing, Roads and Waste Management	Report of the Executive Director, Place	23/02/22	Place Janet Sharpe Tel: 0114 2735493 janet.sharpe@sheffield.gov.uk

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Not before 14 Mar 2022	<p>School Calendar 2023/24 (K)</p> <p>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.</p> <p>Following consultation, to agree the proposed school calendar for the 2023/24 academic year</p> <p>To ensure that the Local Authority complies with its statutory duty and approves a school calendar for 2023/24.</p>	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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10 Mar 2022	<p>A memorandum of understanding (MOU) for three years from 2022-2025 between Legacy Park Limited and Sheffield City Council</p> <p>This report seeks approval for SCC to sign a three-year MOU with Legacy Park Limited to provide financial assurance for delivery of the agreed business plan.</p>	Executive Member for City Futures: Development, Culture and Regeneration			Place Richard Bland richard.bland@sheffield.gov.uk

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16 Mar 2022	Advocacy Hub Contract Extension (K)	Co-operative Executive	Report of the Executive Director, People Services	08/03/22	People Services Avi Derei
24 Mar 2022	<p>The current Advocacy Hub contract is due to expire March 2021. The contract cannot be re-procured under the light touch regime, and there is insufficient time to re-procure the contract.</p> <p>It is proposed that the framework contract is extended for a period of 18 months to allow for detailed re-procurement, as a key component of a robust review and changes to key legislation.</p> <p>Our intention is to impact assess changes to key legislation changes as Deprivation of Liberty transitions to Liberty Protection Safeguards which are due to come into force in April 2022.</p> <p>We have a Statutory duty under the Care Act 2014, Mental Capacity Act 2005, The Health and Social Care Act 2012 and the Mental Health Act 2007 to maintain a stable and sustainable care market. The local authority also have a duty under the Care Act 2014 to arrange an independent</p>	Co-operative Executive			<p>avi.derei@sheffield.gov.uk</p>

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24 Mar 2022	<p>Sheffield Community Youth Strategy 2022-25 (K)</p> <p>To provide a youth strategy that provides safe, creative, ambitious, Community Youth Services where Young Sheffielders thrive.</p> <p>To approve the 'live' Community Youth Strategy 2022-25 as a statement of the Council's strategic approach to Community Youth Services.</p> <p>Implementing a city-wide Community Youth Strategy is timely and it captures the high-level strategic aims with relation to Youth Services and provides clarity and direction for the service.</p> <p>This is a live and evolving strategy until 2025 that will be monitored by the youth partnership board and will be actioned through an annual service (partnership) delivery plan, this will be established and monitored with quarterly action plans and reports that feed into the partnership ensuring that the views of all partners and stakeholders, including young people, continue to shape the delivery of Community Youth Services into the future.</p>	Co-operative Executive	Report of the Executive Director, People Services	08/02/22	<p>People Services Chelsea Renehan</p> <p>chelsea.renehan@sheffield.gov.uk</p>

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24 Mar 2022	Financial Support for Sheffield City Trust (K) This report will propose a package of financial support for Sheffield City Trust.	Co-operative Executive			Place Ryan Keyworth Tel: 0114 2057303 ryan.keyworth@sheffield.gov.uk
Not before 30 Mar 2022	Contract award of Schools Insurance programme from 31 March 2022. (K) To remove schools from the Councils portfolio of insurances and arrange separate cover under a bespoke Schools Insurance package provided by Zurich Municipal.	Executive Member for Finance and Resources	Report of the Executive Director, Resources	22/03/22	Resources Stephen Bull Tel: 20 53959 stephen.bull@sheffield.gov.uk

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Not before 1 Apr 2022	<p>Adult Weight Management Grant 2022/23 (K)</p> <p>Sheffield City Council received additional grant funding for adult weight management (AWM) services in 2021/22. There will be a further AWM grant in 22/23, the exact allocation for Sheffield is not yet known but is expected to be around £500k. Any subsequent AWM grant funding will be confirmed on an annual basis and there is currently no certainty of funding beyond March 2023.</p> <p>The 21/22 AWM grant was awarded to the existing weight management provider commissioned by Sheffield City Council under a contract variation. It could not have been anticipated at that time that there would be subsequent AWM grant funding. It is not possible to extend the variation as this would exceed the 50% of contract value threshold allowed under regulation 72 of the Public contract Regulations 2015.</p> <p>The service model developed with the existing weight management provider included an "extended" offer whereby multiple community organisations were funded to deliver weight management programmes with the support of the lead provider. This approach has been piloted to increase reach into underserved communities and to increase capacity and expertise in the community sector.</p>	Executive Member for Sustainable Neighbourhoods, Wellbeing, Parks and Leisure	Report of the Executive Director, Place	24/03/22	Place Jessica Wilson Tel: 205 7467 jessica.wilson@sheffield.qcsx.co.uk

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Not before 1 Apr 2022	<p>Re-procurement of the Sheffield Mental Health Information Guide</p> <p>The Sheffield Mental Health Information guide provides information and advice on mental health conditions and the support services available in the city and nationwide.</p> <p>The contract for the Sheffield Mental Health Information Guide with an approved 6-month extension is due to expire 30 September 2022.</p> <p>We are therefore seeking approval to tender, procure and award a contract to a provider to develop and maintain an All-Age Mental Health Information Guide.</p> <p>This will ensure that there is provision of Mental Health Information for people with all ages their families, friends, and health professions who require information on mental health conditions and the support services that are available in the city and nation-wide.</p> <p>We have a legal duty under the Care Act 2014 to provide information and advice. In addition, under the Crisis Care Concordat the Council has committed to provide information on local support and advice about how to access urgent help. Therefore, it is crucial to ensure that there is a new contract in place before the existing contract expires.</p> <p>A service review has identified key areas for development of the mental health information guide highlighting the need for incorporating children and young people mental health information and support services to provide a resource in the city that incorporates mental health information for all ages.</p>	Executive Member for Health and Social Care	Report of the Executive Director, People Services	TBC	<p>People Services Rachel Woollen</p> <p>rachel.woollen@sheffield.gov.uk</p>

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Not before 15 Apr 2022	<p>Grant Funding from Homes England to support the Council's Stock Increase Programme (K)</p> <p>To continue to access grant funding from Homes England (via the National Affordable Homes Programme), the Council needs to enter into a new Grant Funding Agreement.</p> <p>To seek the necessary Executive approvals to enable the Council to enter into a Grant Funding Agreement with Homes England in relation to the Affordable Homes Programme (AHP) 2021-2026, and to accept the first grant payment of c£654k.</p>	Leader of the Council	Report of the Executive Director, Place	07/04/22	Place Michael Hellewell Tel: 07760997725 michael.hellewell@sheffield.gov.uk

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20 Apr 2022	<p>Enhanced Supported Living Framework (K)</p> <p>The regional Enhanced Supported Living Framework currently accessed is coming to an end 31st March 2022.</p> <p>This report sets out the proposed replacement option to procure a local Enhanced Framework.</p>	Co-operative Executive	Report of the Executive Director, People Services	08/03/22	<p>People Services Christine Anderson</p> <p>christine.anderson2@sheffield.gov.uk</p>

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20 Apr 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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20 Apr 2022	<p>Sheffield Football Hubs (K)</p> <p>COVID-19 had a significant impact on the operation of the Sheffield Football Hubs. This resulted in the exit of Pulse Soccer as the operator and their sub-contractor, Leisure United were engaged as temporary operator. for the football hub sites at Thorncliffe, Graves and Westfield until June 2022.</p> <p>A solution is needed to safeguard the investment in Sheffield. Sheffield City Council and the Football Foundation have undertaken significant due diligence with the funding partners the FA (Football Association), the Premier League and Sport England to find a sustainable long term operating solution. The Sheffield Football Hubs Report will be seeking approval to progress with a new management and operational model for our four football facility sites in Sheffield in partnership with the National Football Trust.</p> <p>Doing nothing is not an option. The current interim arrangements come to an end in June 2022 and how the facilities will be managed and operated must be reviewed. The Council knows how important our football facilities are to the people of Sheffield, especially post Covid-19 and the health and wellbeing of residents is a priority. It is therefore critical that a long-term sustainable management arrangement is put in place to secure the future of the facilities. The proposed future partnership with the National Football Trust aims to create a network of sustainable, high-quality facilities for the long term. The proposed capital spending of around £2m into community football facilities in Darnall will have a significant impact on participation levels, health and the social/community benefits of football.</p>	Co-operative Executive	Report of the Executive Director, Place	08/03/22	Place Lisa Firth Tel: 2053964 lisa.firth@sheffield.gov.uk

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20 Apr 2022	<p>Re-procurement of the Care and Support services in existing Extra Care Housing Schemes. (K)</p> <p>The social care contracts for the four Extra Care housing schemes are coming to an end in October 2022 and these now require re-tendering.</p> <table border="1" data-bbox="309 608 987 906"> <thead> <tr> <th>Name</th> <th>Area</th> </tr> </thead> <tbody> <tr> <td>The Meadows</td> <td>Shirecliffe</td> </tr> <tr> <td>White Willows</td> <td>Jordanthorpe</td> </tr> <tr> <td>Roman Ridge</td> <td>Wincobank</td> </tr> <tr> <td>Guildford Grange</td> <td>Norfolk Park</td> </tr> </tbody> </table> <p>The proposal is to tender for new contracts for social care services for tenants in these 4 schemes. Sheffield City Council has a statutory duty under the Care Act 2014 to meet the care and support needs of adults in the city and to maintain a stable, diverse, high quality, and sustainable care market.</p> <p>The key feature of Extra Care Housing is the onsite care and support available to the tenants who may need it.</p> <p>There is a legal requirement to tender for a new contract once the old one has expired, and no extensions are available.</p>	Name	Area	The Meadows	Shirecliffe	White Willows	Jordanthorpe	Roman Ridge	Wincobank	Guildford Grange	Norfolk Park	Co-operative Executive	Report of the Executive Director, People Services	12/04/22	Public Health Sarah Swinburn sarah.swinburn@sheffield.gov.uk
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The Meadows	Shirecliffe														
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20 Apr 2022	<p>Procurement of supplier of Disclosure and Barring Service (DBS) Checks (K)</p> <p>The Council requires an online facility to request and provide criminal records checks to support recruitment and ongoing vetting processes. A 6 month extension is in place with the existing service provider.</p> <p>The current contract for the provision of DBS checks is to expire on 31 August 2022, a new procurement process is required with a new contract to be in place by 1st September 2022. The procurement process will provide for a new 4 year contract.</p>	Co-operative Executive	Report of the Executive Director, Resources	12/04/22	Resources James Henderson Tel: 20 53126 james.henderson@sheffield.gov.uk

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20 Apr 2022	<p>The Sheffield Tobacco Control Strategy and Future Commissioning Model 2022-2027. (K)</p> <p>Despite the success of the Sheffield Tobacco Control Multiagency strategy 2017-2022 in driving down smoking prevalence by 7.3% from 17% (2017) to 10.3% (2022) smoking continues to cause immense harm to individuals, families, and communities in Sheffield with around 61,000 adults continuing to smoke. The current strategy is due to end in October 2022. This report describes the proposed model and strategy for the Sheffield Tobacco Control Programme for the next 5 years (2022-2027) and changes to future commissioning to support our ambition to make smoking obsolete by 2030 in Sheffield. This report seeks to maintain efforts to reduce the harm caused by tobacco on the residents of Sheffield. As well as the health inequalities, death and disability caused by tobacco use and second-hand smoke, in addition it seeks to address the impact of tobacco on the Sheffield City Council's resources and the burden on adult social care costs from avoidable disability. And to positively impact the local economy as well as local NHS system through productivity gains for businesses and boost to the local economy as ex-smokers spending habits shift from tobacco to other consumer products. and this strategy will significantly contribute to reductions in costs of treating smoking related illness both in the NHS and social care. The current strategy and commissioned services are due to end Oct 2022 and this provides an opportunity to review and refresh the approach in Sheffield to ensure we continue to accelerate a decline in smoking prevalence and uptake of smoking across all groups, especially those population groups where prevalence is highest and inequalities in health outcomes exist (e.g. routine and manual workers, people with mental health conditions and those living in disadvantaged communities and those living in poverty).</p>	Co-operative Executive	Report of the Director of Public Health	12/04/22	<p>Public Health Sarah Hepworth</p> <p>sarah.hepworth@sheffield.gov.uk</p>

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20 Apr 2022	<p>Parks Tennis Procurement (K)</p> <p>The current approach to managing Tennis Courts in Parks across Sheffield is financially challenging.</p> <p>We are seeking approval to go out to tender for a parks tennis provider to;</p> <ul style="list-style-type: none"> - develop and manage a new Activity Hub at Hillsborough Park - manage the existing 6 Parks Tennis sites - manage 2 new Parks Tennis court sites when these are developed <p>The introduction of an Activity Hub at Hillsborough Park would provide a financially sustainable solution to the city-wide parks tennis programme.</p> <p>The enhancement of the existing parks tennis programme would lead to greater health outcomes for a wider audience.</p>	Co-operative Executive	Report of the Executive Director, Place	12/04/22	Place Lisa Firth Tel: 2053964 lisa.firth@sheffield.gov.uk

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20 Apr 2022	<p>Month 11 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	12/4/22	<p>Resources Damian Watkinson Tel: 0114 2736831 damian.watkinson@sheffield.gov.uk</p>

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20 Apr 2022	<p>Procurement of an Adult Social Care Mental Health Recovery Framework for people with eligible mental health needs (K)</p> <p>We have a statutory duty under the Care Act 2014 to meet the care and support needs of adults in the city and to maintain a stable, diverse, quality, and sustainable care market. It is therefore vital that we ensure provision is in place has sufficient capacity and an extensive range of providers.</p> <p>A service review has identified key areas for development of the framework highlighting the need for the re-development of the current service model in order to deliver the best possible outcomes to people in receipt of care.</p>	Co-operative Executive	Report of the Executive director, People Services	12/04/22	People Services Steve Jakeman Tel: 20 57151 steve.jakeman@sheffield.gov.uk

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