

Policy Committee Decision Report

Title of Report:	Committee Work Programme
Date of Decision:	9 December 2024
Report To:	Communities, Parks and Leisure Policy Committee
Report Of:	Director of Policy and Democratic Engagement
Report Author:	Rachel Appleyard, Democratic Services

Executive Summary: The Committee Work Programme aims 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. The Committee's Work Programme is attached at Appendix 1 for the Committee's consideration and discussion.

Council Plan outcomes:

[A place where all children belong and all young people can build a successful future](#)

[Great neighbourhoods that people are happy to call home](#)

[People live in caring, engaged communities that value diversity and support wellbeing](#)

[A creative and prosperous city full of culture, learning, and innovation](#)

[A city on the move – growing, connected and sustainable](#)

Policy Committee remit:

This report is to be considered by the Communities, Parks and Leisure Policy Committee as it includes agenda items for forthcoming meetings, relating to its remit as set out in : [Part 3C - 3.3 Matters Delegated to Committees May 2024.pdf \(sheffield.gov.uk\)](#)

Does the report contain confidential or exempt information? No

Recommendations:

1. That the Committee's work programme, as set out in Appendix 1 be agreed, including the additions and amendments identified in Paragraph 4 of the report and any agreed by members at the meeting; and
2. that the referrals from Council and Committees (petition and resolutions) detailed in Paragraph 2 of the report be noted and the proposed responses set out be agreed.

Background Papers: None.

Appendices: Appendix 1 – Latest Work Programme containing proposed additions and amendments.

1. Background to the issue

1.1 For practical reasons this Committee has a limited amount of time each year in which to conduct its formal business. The Committee will need to prioritise firmly in order that formal meetings are used primarily for business requiring formal decisions, or which for other reasons it is felt must be conducted in a formal setting.

1.2 In order to ensure that prioritisation is effectively done, on the basis of evidence and informed advice, Members should usually avoid adding items to the work programme which do not already appear:

- In the draft work programme in Appendix 1 due to the discretion of the Chair; or
- within the body of this report accompanied by a suitable amount of information.

2. References from Council or other Committees

2.1 Any references sent to this Committee by Council, including any public questions, petitions and motions, or other committees since the last meeting are listed here, with commentary and a proposed course of action, as appropriate:

Issue	None to report
Referred from	
<i>Details</i>	
Commentary/ Action Proposed	

3. Member engagement, learning and policy development outside of Committee

3.1 Subject to the capacity and availability of councillors and officers, there are a range of ways in which Members can explore subjects, monitor information and develop their ideas about forthcoming decisions outside of formal meetings. Appendix 2 is an example 'menu' of some of the ways this could be done. It is entirely appropriate that member development, exploration and policy development should in many cases take place in a private setting, to allow members to learn and formulate a position in a neutral space before bringing the issue into the public domain at a formal meeting.

4. Proposed additions and amendments to the work programme since the last meeting:

New Items	Proposed Date	Note
Everyone Active Presentation	December 2024	
Public Space Protection Order	December 2024	
Trees and Woodlands Strategy	February 2025	
Youth Strategy	February 2025	
Approval of The Burial, Cremation, and Cemetery Green Spaces Strategy 2024	March 2025	
Family Hubs Transformation	March 2025	
Allotments Handbook	March 2025	
Amended Items		
Future provision of People's Network Computers	February 2025	
Extending contract for the Library Management System	N/A	Removed. This is an officer decision, no requirement for committee decision.

5. Outstanding responses to Full Council Motions:

Item	SLT lead officer	Proposed Date	Note

Supporting children’s play and playwork through a joined-up strategy for all ages	Lorraine Wood	TBC	<p>The Council calls on the Council’s Education, Children and Families Policy Committee, and the Communities, Parks and Leisure Policy Committee to consider working together to develop a joined-up strategy for play and playwork within the Council’s Belonging Framework.</p> <p>Lead officer has been identified – Lorraine Wood, Head of Communities. Further information to be confirmed.</p>
---	---------------	-----	--

This page is intentionally left blank