

Charity Trustee Sub-Committee Decision Report

Title of Report: Sub-Committee Work Programme
Date of Decision: 25 November 2024
Report To: Charity Trustee Sub-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 Sub-Committee, to enable this sub-committee, other committees, officers, partners and the public to plan their work with and for the Sub-Committee. The Sub-Committee's Work Programme is attached at Appendix 1 for the Sub-Committee's consideration and discussion.

Sub-Committee remit:

This report is to be considered by the Charity Trustee Sub-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 Sub-Committee's work programme, as set out in Appendix 1 be agreed, including any 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 Sub-Committee has a limited amount of time each year in which to conduct its formal business. The Sub-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 Sub-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 on this occasion
Referred from	
<i>Details</i>	
Commentary/ Action Proposed	

3. Member engagement, learning and policy development outside of Sub-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
Ice Cream Van Licences in Parks	Nov-24	
Licence agreement for Sheffield City Council's current use of Norton Nurseries as an operational base	Nov-24	
Amended Items		
Tinsley Park Golf Course and Club House	Nov-24	Moved from "to be confirmed" to November 2024.
Lease of the Nursery within the First Start Building at Firth Park	Jan-25	Moved from November 2024.