

# SHEFFIELD CITY COUNCIL

## SCHEDULE OF FORTHCOMING EXECUTIVE DECISIONS

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

1. This schedule provides amongst other decisions, details of those Key Executive Decisions to be taken by the Cabinet, Cabinet Highways Committee, Individual Cabinet 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:
  - **Cabinet** - Councillors Julie Dore (Chair), Jackie Drayton, Terry Fox, Mazher Iqbal, Mark Jones, George Lindars-Hammond, Abtisam Mohamed, Bob Johnson, Mary Lea and Paul Wood
  - Where **Individual Cabinet 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 Cabinet and Cabinet Highways Committee and Individual Cabinet Member and Executive Director reports 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 the relevant officer named below or Democratic Services, Legal and Governance, Town Hall, Sheffield S1 2HH (phone 0114 273 4014 or email: [committee@sheffield.gov.uk](mailto: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 7 Sep 2020	<p>Acquisition of Land as a Substitute Site in the Brownfield Acquisition Programme (K)</p> <p>The report seeks authority to agree the purchase of a brownfield site, carry out improvement and management and then re-sell for development.</p>	Leader of the Council	Report of the Executive Director, Place	26/08/20	Place Tammy Whitaker Tel: 0114 2053230 <a href="mailto:tammy.whitaker@sheffield.gov.uk">tammy.whitaker@sheffield.gov.uk</a>
Not before 19 Nov 2020	<p>Disposal of Land at Prince of Wales Road, Manor Top (K)</p> <p>The report will set out proposals for a new retail development and how the retention of an existing boxing club are to be achieved at Manor Top.</p>	Leader of the Council	Report of the Executive Director, Place	TBC	Place David White Tel: 0114 2735465 <a href="mailto:david.white@sheffield.gov.uk">david.white@sheffield.gov.uk</a>

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 23 Nov 2020	Heart of the City II Managing Agent (K)  Procurement of a Property Manager for the Heart of the City Blocks in Sheffield City Centre via the Crown Commercial Service (CCS) Framework.	Cabinet Member for Finance, Resources and Governance	Report of the Executive Director, Place	13/11/20	Place Ben White Tel: 07826 663 296 <a href="mailto:ben.white@sheffield.gov.uk">ben.white@sheffield.gov.uk</a>
Not before 23 Nov 2020	<b>Electric Taxi Trial - Revenue</b>  The report will seek approval to spend up to a maximum of <b>£292,000</b> revenue in order to develop, operate and administer the Electric Taxi Trial project.	<b>Cabinet Member for Transport and Development</b>	<b>Report of the Executive Director, Place</b>	<b>TBC</b>	Place Jenny Wood Tel: 0114 273 4192 <a href="mailto:jenny.wood2@sheffield.gov.uk">jenny.wood2@sheffield.gov.uk</a>

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 27 Nov 2020	<p>Procurement of a Hand Tools, Small Plant and Power Tools and Grounds Maintenance Equipment Supply Contract (K)</p> <p>The report will seek authority to procure the contracts for the supply of Hand, Small Plant Power and Grounds Maintenance Tools, primarily to support the Housing and Corporate Repairs and Maintenance Services, and to award the contracts.</p>	Executive Director, Place	Report of the Executive Director, Place	19/11/20	Place David Marsden Tel: <a href="mailto:David.Marsden@sheffield.gov.uk">David.Marsden@sheffield.gov.uk</a>
Not before 1 Dec 2020	<p>The Supply of Liquid Fuels (K)</p> <p>The report seeks approval to call off the YPO Framework for the supply of liquid fuels, initially for a 12-month period with the option to extend for a further 2 years.</p>	Executive Director, Place	Report of the Executive Director, Place	TBC	Place Michael Hague Tel: 0114 2037572 <a href="mailto:michael.hague@sheffield.gov.uk">michael.hague@sheffield.gov.uk</a>

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 1 Dec 2020	<p>Expansion of Sheffield Libraries Business and Intellectual Property Centre to the Sheffield City Region (K)</p> <p>Sheffield Libraries service is seeking permission to accept £704,673 of funding from the DCMS via The British Library over three years to expand its Business and Intellectual Property Centre (BIPC) regionally.</p>	Executive Director, People Services	Report of the Executive Director, People Services	TBC	<p>People Services Nick Partridge Tel: 0114 2734751 <a href="mailto:nick.partridge@sheffield.gov.uk">nick.partridge@sheffield.gov.uk</a></p>
16 Dec 2020	<p>Month 7 Capital Approvals 2020/21 (K)</p> <p>This report provides details of the additions and variations to the Capital Programme for approval by Cabinet.</p>	Cabinet	Report of the Executive Director, Resources	8/12/20	<p>Resources Damian Watkinson Tel: 0114 2736831 <a href="mailto:damian.watkinson@sheffield.gov.uk">damian.watkinson@sheffield.gov.uk</a></p>

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)
16 Dec 2020	<p>Special Educational Needs and Disabilities (SEND) - Ombudsman report</p> <p>The outcome of a recent ombudsman report into Miss B and her son G is required to be discussed at cabinet to consider the actions taken to remedy.</p>	Cabinet	Report of the Executive Director, People Services	8/12/20	People Services Tim Armstrong Tel: 0114 2930214 <a href="mailto:tim.armstrong@sheffield.gov.uk">tim.armstrong@sheffield.gov.uk</a>
16 Dec 2020	<p><b>Stocksbridge Town Fund (K)</b></p> <p><b>The report will seek authority to submit the Stockbridge Town Investment Plan to secure up to £25M of Central Government Funding for the regeneration of Stocksbridge.</b></p>	Cabinet	Report of the Director of Legal and Governance	8/12/20	Place Yunus Ahmed Tel: 0114 2735570 <a href="mailto:yunus.ahmed@sheffield.gov.uk">yunus.ahmed@sheffield.gov.uk</a>

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)
16 Dec 2020	<p><b>Procurement of a Vacant Property Security and Cleaning Contract (K)</b></p> <p>To seek authority to procure the contracts for the supply of Vacant Property Security and Cleaning to support the in-house Repairs and Maintenance Service, and to award the contracts in line with the contents of the Cabinet report.</p>	Cabinet	Report of the Executive Director, Place	8/12/20	<p>Place Paula Martin Tel: 0114 273 5624 <a href="mailto:paula.martin@sheffield.gov.uk">paula.martin@sheffield.gov.uk</a></p>

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)
16 Dec 2020	<p>Corporate Asset Management Plan (K)</p> <p>This Plan describes how we work to maximise the benefits derived from our land and property assets in supporting service delivery, raising revenue through rental income, delivering on our corporate priorities, raising capital to enable investment and pump priming development and regeneration opportunities through the redevelopment of significant sites and strategic disposals.</p>	Cabinet	Joint report of the Executive Directors, Place and Resources	8/12/20	Place Tammy Whitaker Tel: 0114 2053230 <a href="mailto:tammy.whitaker@sheffield.gov.uk">tammy.whitaker@sheffield.gov.uk</a>



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 16 Dec 2020	<p>Policy for Disposal of Land (to be aligned with Corporate Asset Management Plan)</p> <p>This report sets out the Council's policy on the disposal of Council owned land at less than the best consideration reasonably obtainable. The policy relates to both granting of leases assignment of any unexpired term on a lease that is not less than seven years, grant of easements and the disposal of freeholds.</p> <p>Disposal of land and property held by public authorities can be contentious and it is important that officers are provided with guidelines for good governance to reduce the risk of allegations of impropriety and legal challenges.</p>	Cabinet Member for Finance, Resources and Governance	Report of the Executive Director, Place	TBC	Place Tammy Whitaker Tel: 0114 2053230 <a href="mailto:tammy.whitaker@sheffield.gov.uk">tammy.whitaker@sheffield.gov.uk</a>

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 18 Dec 2020	<p>Procurement of a Composite Entrance Doors, Fire Rated internal Entrance Doors and uPVC Windows Supply Contract (K)</p> <p>To seek authority to procure the contracts for the supply of Composite Entrance Doors; Fire rated internal Entrance Doors and uPVC Windows to support the Housing and Corporate Repairs and Maintenance Services, and to award the contracts in line with the Procurement Strategy.</p>	Cabinet Member for Neighbourhoods and Community Safety	Report of the Executive Director, Place	10/12/20	Place Paula Martin Tel: 0114 273 5624 <a href="mailto:paula.martin@sheffield.gov.uk">paula.martin@sheffield.gov.uk</a>

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 18 Dec 2020	<p><b>Procurement of Primary Materials Supplies and Equipment Contracts (K)</b></p> <p>To seek authority to procure the contracts for the Primary materials suppliers to support the Housing and Corporate Repairs and Maintenance Services, and to award the contracts in line with the contents of the report.</p> <p>This procurement is for commonly recurring items, and Primary materials are defined for this procurement as products and supplies required for the day to day maintenance and repair of the Council's housing stock.</p>	Executive Director, Place	Report of the Executive Director, Place	10/12/20	Place Paula Martin Tel: 0114 273 5624 <a href="mailto:paula.martin@sheffield.gov.uk">paula.martin@sheffield.gov.uk</a>

<b>DECISION DATE</b>	<b>TITLE OF REPORT AND DESCRIPTION OF DECISION</b>  K = Key Decision	<b>DECISION MAKER</b>	<b>WHAT DOCUMENTS WILL BE CONSIDERED BY THE DECISION MAKER?</b>	<b>DATE DOCUMENTS AVAILABLE</b>	<b>CONTACT OFFICER</b>  (Portfolio, Officer and contact details)
20 Jan 2021	<p>Month 8 Capital Approvals 2020/21 (K)</p> <p>This report provides details of the additions and variations to the Capital Programme for approval by Cabinet.</p>	Cabinet	Report of the Executive Director, Resources	12/1/21	<p>Resources Damian Watkinson Tel: 0114 2736831 <a href="mailto:damian.watkinson@sheffield.gov.uk">damian.watkinson@sheffield.gov.uk</a></p>
20 Jan 2021	<p>Education and Skills Strategy (K)</p> <p>A co-produced Sheffield Education and Skills Strategy.</p>	Cabinet	Report of the Executive Director, People Services	12/1/21	<p>People Services Andrew Jones Tel: 07990 594728 <a href="mailto:Andrew.Jones1@sheffield.gov.uk">Andrew.Jones1@sheffield.gov.uk</a></p>
<b>20 Jan 2021</b>	<p><b>New Museums Trust For Sheffield (K)</b></p> <p><b>Sheffield Industrial Museums Trust and Museums Sheffield are merging into one unified Sheffield Museums Trust from April 2021.</b></p>	<b>Cabinet</b>	<b>Report of the Executive Director, Place</b>	<b>12/1/21</b>	<p><b>Place</b> <b>Rebecca Maddox</b> Tel: 0114 2734428 <a href="mailto:rebecca.maddox@sheffield.gov.uk">rebecca.maddox@sheffield.gov.uk</a></p>

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)
17 Feb 2021	Revenue Budget and Capital Programme Monitoring 2020/21 - as at 31/12/2020 (K)  This report provides the Month 9 monitoring statement on the City Council's Revenue Budget and Capital Programme for 2020/21.	Cabinet	Report of the Executive Director, Resources	9/2/21	Resources Paul Schofield Tel: 0114 2736000 <a href="mailto:paul.schofield@sheffield.gov.uk">paul.schofield@sheffield.gov.uk</a>
17 Feb 2021	Month 9 Capital Approvals 2020/21 (K)  This report provides details of the additions and variations to the Capital Programme for approval by Cabinet.	Cabinet	Report of the Executive Director, Resources	9/2/21	Resources Damian Watkinson Tel: 0114 2736831 <a href="mailto:damian.watkinson@sheffield.gov.uk">damian.watkinson@sheffield.gov.uk</a>

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)
Before 28 Feb 2021	<p>School Admission Arrangements for the 2022/23 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.</p> <p>The arrangements were consulted upon last year for 2021/22, therefore this key decision is to determine the arrangements for 2022/23.</p>	Cabinet Member for Education and Skills	Report of the Executive Director, People Services	TBC	People Services John Bigley Tel: 0114 2734097 <a href="mailto:john.bigley@sheffield.gov.uk">john.bigley@sheffield.gov.uk</a>

<b>DECISION DATE</b>	<b>TITLE OF REPORT AND DESCRIPTION OF DECISION</b>  K = Key Decision	<b>DECISION MAKER</b>	<b>WHAT DOCUMENTS WILL BE CONSIDERED BY THE DECISION MAKER?</b>	<b>DATE DOCUMENTS AVAILABLE</b>	<b>CONTACT OFFICER</b>  (Portfolio, Officer and contact details)
Between 1 Mar 2021 and 30 Apr 2021	School Calendar 2022/23 (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.	Cabinet Member for Education and Skills	Report of the Executive Director, People Services	TBC	People Services John Bigley Tel: 0114 2734097 <a href="mailto:john.bigley@sheffield.gov.uk">john.bigley@sheffield.gov.uk</a>
17 Mar 2021	Month 10 Capital Approvals 2020/21 (K)  This report provides details of the additions and variations to the Capital Programme for approval by Cabinet.	Cabinet	Report of the Executive Director, Resources	9/3/21	Resources Damian Watkinson Tel: 0114 2736831 <a href="mailto:damian.watkinson@sheffield.gov.uk">damian.watkinson@sheffield.gov.uk</a>
21 Apr 2021	Month 11 Capital Approvals 2020/21 (K)  This report provides details of the additions and variations to the Capital Programme for approval by Cabinet.	Cabinet	Report of the Executive Director, Resources	13/4/21	Resources Damian Watkinson Tel: 0114 2736831 <a href="mailto:damian.watkinson@sheffield.gov.uk">damian.watkinson@sheffield.gov.uk</a>