



Report to Transport, Regeneration and Climate Committee

8th February 2023

Report of: David Hollis, Interim Director of Legal and Governance

Subject: Committee Work Programme – Transport, Regeneration and Climate

Author of Report: Sarah Hyde, Democratic Services Team Manager

Summary:

The Committee's Work Programme is attached at **Appendix 1** for the Committee's consideration and discussion. This 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.

Any changes since the Committee's last meeting, including any new items, have been made in consultation with the Chair, and the document is always considered at the regular pre-meetings to which all Group Spokespersons are invited.

The following potential sources of new items are included in this report, where applicable:

- Questions and petitions from the public, including those referred from Council
- References from Council or other committees (statements formally sent for this committee's attention)
- A list of issues, each with a short summary, which have been identified by the Committee or officers as potential items but which have not yet been scheduled (See **Appendix 1**)

The Work Programme will remain a live document and will be brought to each Committee meeting.

Recommendations:

1. That the Committee's work programme, as set out in **Appendix 1** be agreed, including any additions and amendments identified in **Part 1**;
2. That consideration be given to the further additions or adjustments to the work programme presented at **Part 2 of Appendix 1**;
3. That Members give consideration to any further issues to be explored by officers for inclusion in **Part 2 of Appendix 1** of the next work programme report, for potential addition to the work programme; and
4. that the referrals from Council and Local Area Committees (petition and resolutions) detailed in **Section 2** of the report be noted and the proposed responses set out be agreed.

Background Papers: None

Category of Report: OPEN

COMMITTEE WORK PROGRAMME

1.0 Prioritisation

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.

2.0 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:

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| Issue | Policy on speed on rural roads |
| Referred from | North East LAC – 18 th January 2023 |

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| Details | Stannington councillors have been contacted requesting a reduction of the speed limit on Rails Road. They believe it raises wider questions about approaches to speed on rural roads |
| Comments/ Action Proposed | that 'TRC policy committee requests that the issue should be referred to Kate Martin as Executive Director for City Futures'. |

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| Issue | Policy on residents parking schemes |
| Referred from | North East LAC – 18 th January 2023 |
| Details | East Ecclesfield councillors have been contacted by residents of Smith Street, Chapeltown requesting a residents parking scheme. A survey has shown a very high level of support however Members have been told no residents schemes are possible outside of the city centre |
| Comments/ Action Proposed | that 'TRC policy committee requests that the issue should be referred to Kate Martin as Executive Director for City Futures'. |

3.0 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.

3.2 Training & Skills Development - Induction programme for this committee.

| Title | Description & Format | Date |
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| Local Plan Overview | Background and future work programme etc. – this will need more than one session. | 3.00-5.00pm on 31 Aug 2022 4.00-5.00pm, 15 th Sept 2022 |
| Regeneration and City Development Overview | Presentation giving overview of background and future work programme – this will need more than one session. Also, likely to be more full committee update briefings on a semi regular basis of specific activities and initiatives e.g. Heart of the City, Castlegate, Attercliffe, West Bar, City Centre Living, | TBC |

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| | Fargate, Future High Street Fund, Stocksbridge Towns Fund | |
| Levelling Up Activity | Presentation giving overview of background and future work programme – this will need more than one session. Also, likely to be more full committee update briefings on a semi regular basis. | TBC |
| City Centre Strategic Vision | Presentation giving overview of background to City Centre Vision and future work programme | TBC |
| Transport Overview | An overview of key Sheffield, Regional and National issues and policy influencing Transport and our local priorities and programmes | June 2022 |
| Flood and Water Overview | An overview of key Sheffield, Regional and National issues and policy influencing Flood and Water and our local priorities and programmes | June 2022 |
| Climate Change Overview | An overview of key Sheffield, Regional and National issues and policy influencing our approach to Net Zero following the adoption of the 10 Point Plan | June 2022 |
| Climate Change | Formal Elected Member training | TBC |
| Funding Landscape | Familiarisation with Directorates Funding and potential external sources of funding | June 2022 |

Appendix 1 – Work Programme

Part 1: Proposed additions and amendments to the work programme since the last meeting:

| Item | Proposed Date | Note |
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| NEW | | |
| Part-time advisory 20mph speed limits outside schools | Update report due 16th March 2023 | Further update report requested on the Introduction of a programme of part-time advisory 20mph speed limits outside schools. This was requested at the meeting on 15 th December 2022. |
| Introduction to Sheffield’s City Region Sustainable Transport Settlement (CRSTS) | 8th February 2023 | To provide members with a formal oversight of programme proposals, to approve progression to the next stages of delivery of the CRSTS programme and to provide delegation of decisions to enable work at pace. |
| East Bank Road Active Travel Project: Approval to proceed through design and delivery | 8th February 2023 | To provide members with a formal oversight of the East Bank Road project, to approve progression to the next stages of delivery and to provide confirmation of decisions to enable work at pace. |
| Green Parking Permit Removal | 16th March 2023 | Following the government’s commitment to ending the sale of new petrol and diesel cars in the UK by 2030, and a historic increase in the registration of plug-in vehicles, it is an appropriate time to consider the removal of the council’s free Green Parking Permits. |
| Future for the provision of electric vehicle charging points | 16th March 2023 | It is proposed that the council procure an external provider to work with to deliver EV charging infrastructure in the City through a commercial agreement. The proposal provides opportunity to support the development of a larger, more commercially sustainable network of public electric vehicle chargepoints for residents, businesses and visitors to the City. |
| AMENDMENTS | | |
| LTP/RSF programme 23/24 | 16th March 2023 | Move from February to March meeting as per T.F-S |
| SCR Innovation Corridor project | Autumn 2023 | Move from February to Autumn meeting as per T.F-S |
| Connecting Sheffield Cross City Bus FBC approval | Autumn | Move from February to Autumn as per T.F-S |
| Kelham Parking Scheme | 16th March 2023 | Move from February to March meeting as per T.F-S |

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| EATF Legacy Projects: Division Street | 16th March 2023 | Move from February to March meeting as per T.F-S |
| Connect Darnall Feasibility Study | Removed from February 2023 | Submission of the business case to DfT will be taken through the existing delegation to the Executive Director of City Futures |

Part 2: List of other potential items not yet included in the work programme

Issues that have recently been identified by the Committee, its Chair or officers as potential items but have not yet been added to the proposed work programme. If a Councillor raises an idea in a meeting and the committee agrees under recommendation 3 that this should be explored, it will appear either in the work programme or in this section of the report at the committee's next meeting, at the discretion of the Chair.

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| Topic | Decarbonising Sheffield - Mine Energy - Collaboration with Bochum - Heat Networks |
| Description | Presentation at committee |
| Lead Officer/s | |
| Item suggested by | Councillor Julie Grocutt/Mazher Iqbal |
| Type of item | <i>Presentation</i> |
| Prior member engagement/ development required <i>(with reference to options in Appendix 2)</i> | |
| Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 3)</i> | To be discussed at Work programme session 18 th January 2023 |
| Lead Officer Commentary/Proposed Action(s) | |

Part 3: Agenda Items for Forthcoming Meetings

| Meeting 5 | 8 th Feb 2023 | Time 2pm | | | | | |
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| Topic | Description | Lead Officer/s | Type of item <ul style="list-style-type: none"> • Decision • Referral to decision-maker • Pre-decision (policy development) • Post-decision (service performance/ monitoring) | (re: decisions) Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i> | (re: decisions) Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i> | Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer | Internal Deadlines (i.e. funding deadlines, submission deadline etc) |
| Budget monitoring and outturn - Month 8. | Monitoring item | Jane Wilby/Tony Kirkham | Decision | | | This committee | |
| Parkhill Parking Scheme | Results of the consultation on the parking scheme and recommendations on how to proceed. | Tom Finnegan-Smith / Matt Reynolds | Decision | TBC | Public engagement a key part of the report. | This Committee | |
| Future High Street Fund Update | To update Committee on the delivery of the Future High Streets Fund | Matt Hayman | Decision | Briefings with both the Transport, Regeneration & Climate Committee and the Finance Sub-Committee. | Extensive consultation undertaken throughout 2019 and 2020 in partnership with the University of Sheffield. Officers continue to meet with retailers, businesses, landowners and wider | This Committee and another | |

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| | | | | | stakeholders to keep them updated. | | |
| East Bank Road Active Travel Project: Approval to proceed through design and delivery | <p>The purpose of this report is to provide the context for a recommendation to progress with the development of the East Bank Road Active Travel Project, subject to agreement from the DfT to a revised project end date. The scheme has an estimated cost of £1.89 million wholly funded by the Department for Transport (DfT), from Tranche 3 of the Active Travel Fund (ATF) via a capital grant. The funding will be used to design and deliver the East Bank Road Active Travel Project, including community consultation.</p> <p>The East Bank Road Active Travel Project is part of the South Yorkshire Mayoral Combined Authority (SYMCA) Active Travel Implementation Plan</p> | Matt Reynolds/Tom Finnegan-Smith | Decision | The relevant Chair was briefed prior to submission alongside informal engagement with local members. This included outlining the high-level proposals as part of the bid to the Department for Transport (DfT). The bid was submitted through the South Yorkshire Mayoral Combined Authority (SYMCA) in accordance with their governance process. | <p>Public engagement is essential to the success of schemes within the programme, with the detail to be agreed with the Council's Communications and Engagement team.</p> <p>It is envisaged that the following consultation routes will be followed:</p> <p>Issue-focused workshops with attendees from multiple backgrounds including the Residents, local businesses, public transport operators, Schools,</p> | This Committee | |

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| | (ATIP) and will become a critical extension to the communities just south of the City Centre, connecting with and beyond the Sheaf Valley Cycle Route, to the Grey to Green project, wider Transforming Cities Fund programme, and the City's transformational Connecting Sheffield Programme. | | | | <p>stakeholders and internal departments.</p> <p>Creative use of online engagement channels with translation services and written hard copies.</p> <p>Co-design events on specific challenges such as the Cycle Forum for connected routes)</p> | | |
| Introduction to Sheffield's City Region Sustainable Transport Settlement (CRSTS) | To provide the Transport, Regeneration and Climate Committee with information on proposals for £135m for schemes in Sheffield, outlined as part of the £570m allocated to South Yorkshire Mayoral Combined Authority (SYMCA) following City Region Sustainable | Matt Reynolds/Tom Finnegan-Smith | Decision | At the development stage of the SYMCA (previously SCR) bid to the CRSTS fund the Leader and relevant Executive Member were briefed prior to submission through a report and presentation | Public engagement is essential to the success of schemes within the programme, with the detail to be agreed with the Council's Communications and Engagement team and linking into the Local | This Committee | |

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| | <p>Transport Settlement (CRSTS) submission.</p> <p>The report will confirm the schemes that have been prioritised for investment and provide indicative deliverables, as well as alignment with policy objectives and strategic fit, outcome expectations, funding, risk and deliverability.</p> <p>The CRSTS programme of works is large and complex and aims to provide a stepped change in sustainable travel by delivery of targeted interventions.</p> <p>The report will also recommend the use of CRTSTS funding to cover the increased cost of delivery on the Transforming Cities Fund, Housing Zone North scheme. The programmes have a shared goal to stimulate the economy by</p> | | | <p>to CMT. This included outlining the high-level proposals as part of the bid to the Department for Transport (DfT) and the alignment to the current Transforming Cities Fund proposals.</p> <p>As the programme has progressed, engagement with local members and the Local Area Committee Teams has taken place on schemes which have been able to accelerate (A61 Chesterfield Road and A61 Penistone Road). This has included walkthroughs, workshops and updates on business case development.</p> | <p>Area Committee engagement channels as much as possible.</p> <p>It is envisaged that the following consultation routes will be followed:</p> <p>Issue-focused workshops with stakeholders from multiple backgrounds including residents, local businesses, public transport operators, schools, other relevant groups and organisations and relevant internal SCC departments.</p> <p>Creative use of online engagement</p> | | |
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| | <p>improving sustainable transport infrastructure; balancing finances within both programmes will maximise the benefits which can be achieved by both.</p> <p>Due to inflation and construction price fluctuations arising from wider economic conditions it should be noted that the current programme will be subject to potential change. Should this be required, the TRCPC will be presented with appropriate update reports.</p> | | | <p>The bid was submitted through the South Yorkshire Mayoral Combined Authority (SYMCA) in accordance with their governance process.</p> | <p>channels with translation services and written hard copies as required</p> <p>Co-design events on specific challenges such as the bus operators for hotspot identification, Cycle Forum for connected routes and local interest groups/amenities</p> | | |
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| <p>Standing items</p> | <ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> | | | | | | |

| Meeting 6 | 16 th March 2023 | Time | | | | | |
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| Topic | Description | Lead Officer/s | Type of item <ul style="list-style-type: none"> Decision Referral to decision-maker Pre-decision (policy development) Post-decision (service performance/ monitoring) | (re: decisions) Prior member engagement/ development required (with reference to options in Appendix 1) | (re: decisions) Public Participation/ Engagement approach (with reference to toolkit in Appendix 2) | Final decision-maker (& date) <ul style="list-style-type: none"> This Cttee Another Cttee (eg S&R) Full Council Officer | Internal Deadlines (i.e. funding deadlines, submission deadline etc) |
| Budget monitoring and outturn - Month 9. | Monitoring item | Jane Wilby/Tony Kirkham | Decision | | | This committee | |
| Heart of the City | Update on progress of Heart of the City | Tammy Whitaker/Neil Jones | Post decision | TBC | TBC | TBC | |
| Sheaf Valley Masterplan | Update on the Sheaf Valley Masterplan | Tammy Whitaker/Neil Jones | Post decision | TBC | TBC | TBC | |
| Mitigate overspends and Income Generation | Develop and implement plans to mitigate overspends and deliver stalled saving plans to bring forecast outturn back in line with budget, and discuss opportunities for income generation. | Wil Stewart | | | | | |
| LTP/RSF programme 23/24 update | Update on 23/34 programme | Tom Finnegan-Smith/Matt Reynolds | Decision | | | This Committee | |

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| Kelham Parking Scheme | Results of the consultation on the parking scheme and recommendations on how to proceed. | Tom Finnegan-Smith / Matt Reynolds | Decision | | | This Committee | |
| Report objections to the Experimental Traffic Regulation Order for Broomhill Shopping Precinct | To report details of the consultation response to the Experimental Traffic Regulation Order for the Broomhill Shopping Precinct, report the receipt of objections to the Speed Limit Order and set out the Council's response | Matt Reynolds | Decision | <p>Ward Members have been involved in the scheme since inception and have been kept updated of the scheme throughout its various stages. Various Cabinet Members and Executive Members (and their deputies) have also been briefed throughout.</p> <p>The report will be taken to TRC briefing(s) prior to publication.</p> | <p>Public calls for evidence through the statutory Experimental Traffic Order Procedure. This included on street notices, Royal Mail letter drops to a wide range of local businesses and Residents Issue-focused workshops with attendees from multiple backgrounds including the Broomhill Neighbourhood Plan and Broomhill Business Alliance Creative use of online engagement</p> | This Committee | |

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| | | | | | channels through use of Citizen Space for surveying. | | |
| EATF Legacy Projects: Division Street | Report on aspects of the Emergency Active Travel projects that are still in place following consultation through the current experimental trial closures. | Tom Finnegan-Smith/Matt Reynolds | Decision | Briefings | Results of public engagement a key part of the report | This Committee | |
| Green parking permit removal | Following the government's commitment to ending the sale of new petrol and diesel cars in the UK by 2030, and a historic increase in the registration of plug-in vehicles, it is an appropriate time to consider the removal of the council's free Green Parking Permits. | Matt Reynolds/Tom Finnegan-Smith | Decision | On the 21 st September 2022 a report was brought to the Transport, Regeneration and Climate Committee where a number of short term actions were agreed to progress the delivery of public electric vehicle charging infrastructure in Sheffield. This included the action to bring | | This committee | |

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| | | | | forward measures to phase out / remove exemptions from parking tariffs for electric vehicles / vehicles that are charging. | | | |
| Future for the provision of electric vehicle charging points | <p>It is proposed that the council procure an external provider to work with to deliver EV charging infrastructure in the City through a commercial agreement.</p> <p>The proposal provides opportunity to support the development of a larger, more commercially sustainable network of public electric vehicle chargepoints for residents, businesses and visitors to the City.</p> | Matt Reynolds/Tom Finnegan- Smith | Decision | This report follows on from action contained within the Transport and Regeneration Committee report, <i>Electric Vehicle Public Charging Infrastructure Update and Short-Term Action Plan, 21st September 2022</i> , to develop a procurement proposal for a commercial partner(s) to work with Sheffield City Council to deliver EV charging | Increasing the number of public charging points for electric cars was a popular 'other' suggestion during the consultation carried out in relation to the Clean Air Zone, where in addition to the high cost of electric vehicles, the lack of electric vehicle charging points was highlighted as a key barrier to investing in cleaner vehicles. | This Committee | |

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| | | | | infrastructure through a concession agreement. | | | |
| Standing items | <ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> | | | | | | |

| Meeting 1 | | | | | | | |
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| June 2023 | | | | | | | |
| Topic | Description | Lead Officer/s | Type of item | <i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i> | <i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i> | Final decision-maker (& date) | Internal Deadlines (i.e. funding deadlines, submission deadline etc) |
| Budget monitoring and outturn - Month ?. | Monitoring item | Jane Wilby/Tony Kirkham | Decision | | | This committee | |

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| SCR Innovation Corridor project | Update on the project to address the network constraints associated with M1 J34 and Lower Don Valley. | Tom Finnegan-Smith / Matt Reynolds | Decision | | | This Committee | |
| Task and Finish Group Update Report | To update the committee on progress of the task and finish group | Mark Whitworth | Monitoring | | | This Committee | |
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| Standing items | <ul style="list-style-type: none"> • <i>Public Questions/ Petitions</i> • <i>Work Programme</i> • <i>[any other committee-specific standing items eg finance or service monitoring]</i> | | | | | | |

Items which the committee have agreed to add to an agenda, but for which no date is yet set.

| Topic | Description | Lead Officer/s | Type of item <ul style="list-style-type: none"> • <i>Decision</i> • <i>Referral to decision-maker</i> • <i>Pre-decision (policy development)</i> • <i>Post-decision (service performance/ monitoring)</i> | <i>(re: decisions)</i> Prior member engagement/ development required <i>(with reference to options in Appendix 1)</i> | <i>(re: decisions)</i> Public Participation/ Engagement approach <i>(with reference to toolkit in Appendix 2)</i> | Final decision-maker (& date) <ul style="list-style-type: none"> • This Cttee • Another Cttee (eg S&R) • Full Council • Officer | Internal Deadlines (i.e. funding deadlines, submission deadline etc) |
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| REC Report Response | To respond to the REC Report | Kate Martin/Wil Stewart | | | | | Expected March 2023 |
| Decarbonising Sheffield - Mine Energy - Collaboration with Bochum - Heat Networks | Presentation at committee | Mark Whitworth | Presentation | | | | Date to be confirmed. |
| Connecting Sheffield Cross City Bus FBC approval | Submission of FBC to SYMCA fir approval and release of funding to implement | Tom Finnegan-Smith / Matt Reynolds | Decision | | | This committee | Expected end of 2023/24 |
| UDV Phase 2 Flood Defence Project | On SYMCA Priority Flood Programme, Submission of CBC to Environment Agency for Flood Risk grant. | Tom Finnegan-Smith/Matt Reynolds | Decision | | Needs consultation early 2023 | | Expected Sept 2023 |

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| Monitoring of the 10 Point Plan | Referral from CCED Transitional Committee: The Committee should monitor the One Year Plan commitment to “Set out our Pathway to Net Zero and take immediate steps to reduce carbon emissions in Sheffield” including setting out the 10-point plan tackle the climate emergency in Sheffield and work with people, partners and businesses to develop and deliver the actions needed to deliver the 10-point plan. | Tom Finnegan-Smith / Mark Whitworth | Post decision and Policy development | Facilitated policy development workshops | TBC | TBC | Expected June 23 |
| Sheaf & Porter Flood Defence Project OBC (Summer 2023) | On SYMCA Priority Flood Programme. Potentially contentious options of parkland flood storage including Endcliffe | Tom Finnegan-Smith / James Mead | Pre-decision policy development | Facilitated policy development workshops | TBC | | Strategy and Resources Expected June/July 23 |

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| | <p>park and Beauchief Golf Course, consultation in advance of OBC will be required. To be scoped Summer 2022, likely to need to brief committee late 2022?</p> | | | | | | |
| <p>Blackburn Brook, Ecclesfield/Whitley Brook Flood improvement works OBC (Spring 2023)</p> | <p>On SYMCA Priority Flood Programme. OBC for works around flood risk areas in Ecclesfield, Whitley Land, Ecclesfield Park. Collaboration with Parks over improvements to park, potential habitat and amenity benefits. Highway works to culverts. Partnership funding: Flood Risk Grant, SCC, Environment, Highway benefits. Strategic Mandate likely to be required</p> | <p>Tom Finnegan-Smith / James Mead</p> | <p>Pre-decision</p> | <p>Facilitated policy development workshops</p> | <p>TBC</p> | | <p>Strategy and Resources Expected Autumn 23</p> |

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| UDV Phase 1, Loxley, "adoption" of Flood Defences (Early 2023) | On completion of Loxley scheme we will inherit a number of flood walls in the public highway, these will need to be integrated into Amey's contracts | Tom Finnegan-Smith / James Mead | Referral to decision maker | TBC | TBC | | To be confirmed if this needs a committee decision |
| Connecting Sheffield South West Bus Corridors | Acceptance of funding to develop the Full Business Case (FBC) Next step is Member & this Committee briefings during Nov, to lead into TRO ad. | Tom Finnegan-Smith / Matt Reynolds | TBC | Briefings June 23 | N/A further public engagement will form part of the FBC development stage | | Strategy and Resources |
| Kelham Neepsend Submission of FBC to SYMCA | To be incorporated into report due in Feb 23 Final July 23 | Tom Finnegan-Smith / Matt Reynolds | Decision | Briefings | TBC | | |
| Sheaf Valley Cycle Route | Presenting the final scheme proposals, Final scheme proposals are to follow on from TRO ad. | Tom Finnegan-Smith / Matt Reynolds | TBC | TBC | TBC | | Expected June 23 |
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| Sheffield Road Safety Action Plan | New action plan in response to the refreshed SY Safer | Tom Finnegan-Smith / Matt Reynolds | TBC | TBC | TBC | | Expected June 23 |

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| | Roads Strategy. Timetable 2023 | | | | | | |
| Play streets review | Review of the trial of play streets and recommendation on future application | Tom Finnegan-Smith / Peter Vickers | TBC | TBC | TBC | | |
| Darnall Mini Holland | Project status update and programme development | Tom Finnegan-Smith / Matt Reynolds | TBC | TBC | TBC | | Expected March 24 |
| Housing Growth: key investment and policy decisions - TBD | A range of Housing Growth related reports will be developed. It is to be determined whether these will be considered by the Housing Thematic Committee | Kerry Bollington | TBC | TBC | TBC | | TBC |
| Bidding, acceptance and spending approval of external funds | During the year the Directorate will seek out or be approached to bid for regeneration funding often with short timescales for submission. We will need clarity from the committee how we | Tammy Whitaker / Tom Finnegan-Smith | TBC | TBC | TBC | | Need to determine with the committee. - delegated authority to submit funding within agreed policy / strategic framework (where matching funding outside of the |

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| | will manage this, within timescales that do not align with Committees. | | | | | | portfolios budget is not required) - priority areas to pursue for funding - Agree a process to ensure timely decisions can be made where needed between committee meetings where funding timescales dictate |
| Barkers Pool Building | Decision on future of site | Tammy Whitaker | Referral to decision Maker | Written briefing | TBC | | Strategy and resources Committee |
| City Centre Strategic Vision- Priority Framework Areas and masterplans | To approve draft masterplans and delivery strategies for Priority Framework areas and Catalyst sites Will form part of the Local Plan consultation. | Tammy Whitaker/ Michael Johnson | Decision | Committee Briefing | TBC – possible wider stakeholder group engagement rather than full public consultation post committee ratification of draft and approach | | This committee Expected Summer 23 potentially July |
| Active Travel N/bourhoods – Crookes/Walkley. | Recommendations on the final scheme for implementation after the ETRO. | Tom Finnegan-Smith / Matt Reynolds | | | | | Expected July 2023 |

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| Active Travel N/bourhoods – Nether Edge | Recommendations on the final scheme for implementation after the ETRO. | Tom Finnegan-Smith / Matt Reynolds | | | | | Expected July 2023 |
| Mitigate overspends and Income Generation | Develop and implement plans to mitigate overspends and deliver stalled saving plans to bring forecast outturn back in line with budget, and discuss opportunities for income generation. | | | | | | Feb committee |
| ACTIONS FROM REFERRALS | | | | | | | |
| Speed Limit on Rails Road and Bingley Lane | This request has been sent from an individual to the transport team for consideration. Subsequent to an initial sift which suggested no further action, this item has been raised through the LAC to which this has been considered by | Referral from Cllr Julie Grocutt | ACTION – This will be looked into again by the Transport Planning and Infrastructure Service, there is a possibility of commissioning a speed survey to help quantify the level of speeding. This will determine if any further action is | Agreed at TRC – 15 th Dec 2022. | | | |

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| | Local Ward Members. The proposal to not promote a change in speed in speed limit but to install signage has been considered to which Ward Members have not agreed, owing to other locations in the area being potentially more suitable. | | required beyond the initial assessment. | | | | |
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Appendix 2 – Menu of options for member engagement, learning and development prior to formal Committee consideration

Members should give early consideration to the degree of pre-work needed before an item appears on a formal agenda.

All agenda items will anyway be supported by the following:

- Discussion well in advance as part of the work programme item at Pre-agenda meetings. These take place in advance of each formal meeting, before the agenda is published and they consider the full work programme, not just the immediate forthcoming meeting. They include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers
- Discussion and, where required, briefing by officers at pre-committee meetings in advance of each formal meeting, after the agenda is published. These include the Chair, Vice Chair and all Group Spokespersons from the committee, with officers.
- Work Programming items on each formal agenda, as part of an annual and ongoing work programming exercise
- Full officer report on a public agenda, with time for a public discussion in committee
- Officer meetings with Chair & VC as representatives of the committee, to consider addition to the draft work programme, and later to inform the overall development of the issue and report, for the committee's consideration.

The following are examples of some of the optional ways in which the committee may wish to ensure that they are sufficiently engaged and informed prior to taking a public decision on a matter. In all cases the presumption is that these will take place in private, however some meetings could happen in public or eg be reported to the public committee at a later date.

These options are presented in approximately ascending order of the amount of resources needed to deliver them. Members must prioritise carefully, in consultation with officers, which items require what degree of involvement and information in advance of committee meetings, in order that this can be delivered within the officer capacity available.

The majority of items cannot be subject to the more involved options on this list, for reasons of officer capacity.

- Written briefing for the committee or all members (email)
- All-member newsletter (email)
- Requests for information from specific outside bodies etc.
- All-committee briefings (private or, in exceptional cases, in-committee)
- All-member briefing (virtual meeting)
- Facilitated policy development workshop (potential to invite external experts / public, see appendix 2)
- Site visits (including to services of the council)
- Task and Finish group (one at a time, one per cttee)

Furthermore, a range of public participation and engagement options are available to inform Councillors, see appendix 3.

Appendix 3 – Public engagement and participation toolkit

Public Engagement Toolkit

On 23 March 2022 Full Council agreed the following:

A toolkit to be developed for each committee to use when considering its 'menu of options' for ensuring the voice of the public has been central to their policy development work. Building on the developing advice from communities and Involve, committees should make sure they have a clear purpose for engagement; actively support diverse communities to engage; match methods to the audience and use a range of methods; build on what's worked and existing intelligence (SCC and elsewhere); and be very clear to participants on the impact that engagement will have.

The list below builds on the experiences of Scrutiny Committees and latterly the Transitional Committees and will continue to develop. The toolkit includes (but is not be limited to):

- a. Public calls for evidence
- b. Issue-focused workshops with attendees from multiple backgrounds (sometimes known as 'hackathons') led by committees
- c. Creative use of online engagement channels
- d. Working with VCF networks (eg including the Sheffield Equality Partnership) to seek views of communities
- e. Co-design events on specific challenges or to support policy development
- f. Citizens assembly style activities
- g. Stakeholder reference groups (standing or one-off)
- h. Committee / small group visits to services
- i. Formal and informal discussion groups
- j. Facilitated communities of interest around each committee (eg a mailing list of self-identified stakeholders and interested parties with regular information about forthcoming decisions and requests for contributions or volunteers for temporary co-option)
- k. Facility for medium-term or issue-by-issue co-option from outside the Council onto Committees or Task and Finish Groups. Co-optees of this sort at Policy Committees would be non-voting.

This public engagement toolkit is intended to be a quick 'how-to' guide for Members and officers to use when undertaking participatory activity through committees.

It will provide an overview of the options available, including the above list, and cover:

- How to focus on purpose and who we are trying to reach
- When to use and when not to use different methods
- How to plan well and be clear to citizens what impact their voice will have
- How to manage costs, timescales, scale.

There is an expectation that Members and Officers will be giving strong consideration to the public participation and engagement options for each item on a committee's work programme, with reference to the above list a-k.