

Central Community Assembly

Thursday 21 June 2012 at 6.00 pm

**To be held at Quaker Meeting House,
St James Street, Sheffield**

The Press and Public are Welcome to Attend

Membership

Councillors Ben Curran (Chair), Janet Bragg, Dunn, Neale Gibson, Bob Johnson, Lindars-Hammond, Mohammad Maroof, Nikki Sharpe, Stuart Wattam, Shaffaq Mohammed, Jillian Creasy and Robert Murphy

PUBLIC ACCESS TO THE MEETING

There are seven Community Assemblies which cover Sheffield; each is made up of the local Councillors from four wards. It is part of their remit to promote the local involvement of local people in the democratic process and to bring decision making closer to local people.

The formal meetings of the Community Assembly are open to the public and are the place where the Councillors make funding decisions as delegated by the Cabinet, relating to the priorities set out in the Community Plan and the Community Involvement Plan. They take place a minimum of 4 times per year, though more often, if required.

There is an opportunity for members of the public to ask questions and submit petitions at these meetings.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You can also see the reports to be discussed at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 am and 5.00 pm, Monday to Thursday and between 9.00 am and 4.45 pm. on Friday, or you can ring on telephone no. 2734552. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Community Assembly decisions are effective six working days after the meeting has taken place, unless called-in for scrutiny by the relevant Overview and Scrutiny Committee, in which case the matter is normally resolved within the monthly cycle of meetings.

Further information on any of the agenda items can be obtained by speaking to either:

- Rebecca Maddox, Community Assembly Manager
Telephone no. 0114 205 3049
Email rebecca.maddox@sheffield.gov.uk
- John Turner, Democratic Services
Telephone no. 0114 273 4122
Email john.turner@sheffield.gov.uk

**CENTRAL COMMUNITY ASSEMBLY AGENDA
21 JUNE 2012**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
The Chair to welcome attendees to the meeting and outline basic housekeeping and fire safety arrangements.
- 2. Apologies for Absence from Members of the Assembly**
To receive any apologies for absence from Members of the Assembly.
- 3. Exclusion of Public and Press**
To identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest**
Members to declare any interests they have in the business to be considered at the meeting
- 5. Appointment of Deputy Chair**
To appoint a Deputy Chair of the Community Assembly for the 2012/13 Municipal Year.
- 6. Highways Private Finance Initiative (PFI) - Road Improvements**
To receive a presentation from Anita Dell and Steve Robinson, Deputy Chief Executive's Team, and representative from Amey Ltd.
- 7. Public Questions and Petitions**
To receive any questions or petitions from members of the public at the meeting
- 8. Minutes of Previous Meeting**
To approve the minutes of the meetings of meetings of the Assembly held on 22nd March and 16th May, 2012.
- 9. Central Community Assembly Highway Budget Proposals**
Report of the Community Assembly Manager.
- 10. Central Community Assembly Discretionary Budget Proposals**
Report of the Community Assembly Manager.
- 11. Nomination of Councillors to Sheffield Homes Boards (Central and North West)**
To appoint Members to the Sheffield Homes Central and North West Area Boards.
- 12. Date of Next Meeting**
To note that the next meeting of the Community Assembly will be held on

Thursday, 27th September, 2012, from 6.00 pm to 8.00 pm, at Quaker Meeting House, St. James Street.

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

You will have a **personal interest** in a matter if it relates to an interest that you have already registered on the Register of Interests; relates to an interest that should be registered but you have not yet done so; or affects your well-being or financial position or that of members of your family or your close associates, to a greater extent than it would affect the majority of people in the ward affected by the decision.

The definition of family is very wide and includes a partner, step-relations, and in-laws. A "close associate" is someone whom a reasonable member of the public might think you would be prepared to favour or disadvantage.

If you have a personal interest you must: declare the existence and nature of the interest at the beginning of the meeting, before it is discussed or as soon as it becomes apparent to you; but you can remain in the meeting, speak and vote on the matter unless the personal interest is also prejudicial.

However, in certain circumstances you may have an **exemption** which means that you might not have to declare your interest.

- You will have an exemption where your interest arises solely from your membership of or position of control/management in a body to which you have been appointed or nominated by the authority; and/or a body exercising functions of a public nature (e.g. another local authority).

In these exceptional cases, provided that you do not have a **prejudicial interest** you only need to declare your interest if you intend to speak on the matter.

- You will have an exemption if your personal interest is simply having received a gift or hospitality over £25 which you registered more than 3 years ago.

When will a personal interest also be prejudicial?

Your personal interest will also be prejudicial if a member of the public who knows the relevant facts would reasonably think the personal interest is so significant that it is likely to prejudice your judgement of the public interest; and

- i. either the matter affects your financial position or the financial position of any person or body through whom you have a personal interest. For example, an application for grant funding to a body on your register of interests or a contract between the authority and that body; or
- ii. the matter relates to the determining of any approval, consent, licence, permission or registration that affects you or any relevant person or body with which you have a personal interest. For example, considering a planning or licensing application made by you or a body on your register of interests.

Exemptions: You will not have a prejudicial interest if the matter relates to:

- i. the Council's housing functions – if you hold a lease or tenancy with the Council, provided that the matter under consideration is not your own lease or tenancy;
- ii. school meals, transport or travel expenses – if you are the parent or guardian of a child of school age, provided that the matter under consideration is not the school the child attends;
- iii. statutory sick pay;
- iv. Members' allowances;
- v. ceremonial honours for Members; or
- vi. setting the Council Tax.

If you have a prejudicial interest, you must:

- (a) Declare the existence and nature of the interest (in relation to the relevant agenda item) as soon as it becomes apparent to you.
- (b) Leave the room unless members of the public are allowed to make representations, give evidence or answer questions about the matter. If that is the case, you can also attend to make representations, give evidence or answer questions about the matter.
- (c) Once you have finished making representations, answering questions etc., you must leave the room. You cannot stay in the room whilst the matter is being discussed neither can you remain in the public gallery to observe the vote on the matter. In addition, you must not seek to improperly influence a decision about the matter.

FURTHER INFORMATION

If at all possible, you should try to identify any potential interest you may have before the meeting so that you and the person you ask for advice can fully consider all the circumstances before reaching a conclusion on what action you should take.

Advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email lynne.bird@sheffield.gov.uk