

# **North East Community Assembly**

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**Wednesday 30 January 2013 at 6.00 pm**

**To be held at Shirecliffe Community  
Centre, Shirecliffe Road, Sheffield**

**The Press and Public are Welcome to Attend**

## **Membership**

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Councillors Peter Price (Chair), Leigh Bramall, Shelia Constance, Tony Damms, Jackie Drayton, Gill Furniss, Ibrar Hussain, Talib Hussain, Alan Law, Sioned-Mair Richards, Peter Rippon and Chris Weldon

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## PUBLIC ACCESS TO THE MEETING

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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](http://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:

- Alison Rayner, North East Community Assembly Manager  
Telephone no. 0798 000 1537  
Email [alison.rayner@sheffield.gov.uk](mailto:alison.rayner@sheffield.gov.uk); or
- Harry Clarke, Democratic Services  
Telephone no. 0114 273 6183  
Email [harry.clarke@sheffield.gov.uk](mailto:harry.clarke@sheffield.gov.uk)

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**NORTH EAST COMMUNITY ASSEMBLY AGENDA  
30 JANUARY 2013**

**Order of Business**

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- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 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. Public Questions and Petitions**  
To receive any questions or petitions from members of the public at the meeting
- 6. Crime and Anti-Social Behaviour in North East Sheffield**  
Inspector Simon Leake, South Yorkshire Police, to report
- 7. Welfare Reforms**  
Chris Walker, Pitsmoor Citizens' Advice Bureau, to report
- 8. Discretionary Budget 2012/13**  
Report of the North East Community Assembly Manager
- 9. Minutes of Previous Meeting**  
To approve the minutes of the meeting of the Assembly held on 31 October 2012

**NOTE: The next meeting of the North East Community Assembly will be held on Wednesday 20 March 2013 at 6.00 pm**

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## ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

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New standards arrangements were introduced by the Localism Act 2011. The new regime made changes to the way that members' interests are registered and declared.

If you are present at a meeting of the Council, of its executive or any committee of the executive, or of any committee, sub-committee, joint committee, or joint sub-committee of the authority, and you have a **Disclosable Pecuniary Interest** (DPI) relating to any business that will be considered at the meeting, you must not:

- participate in any discussion of the business at the meeting, or if you become aware of your Disclosable Pecuniary Interest during the meeting, participate further in any discussion of the business, or
- participate in any vote or further vote taken on the matter at the meeting.

These prohibitions apply to any form of participation, including speaking as a member of the public.

You **must**:

- leave the room (in accordance with the Members' Code of Conduct)
- make a verbal declaration of the existence and nature of any DPI at any meeting at which you are present at which an item of business which affects or relates to the subject matter of that interest is under consideration, at or before the consideration of the item of business or as soon as the interest becomes apparent.
- declare it to the meeting and notify the Council's Monitoring Officer within 28 days, if the DPI is not already registered.

If you have any of the following pecuniary interests, they are your **disclosable pecuniary interests** under the new national rules. You have a pecuniary interest if you, or your spouse or civil partner, have a pecuniary interest.

- Any employment, office, trade, profession or vocation carried on for profit or gain, which you, or your spouse or civil partner, undertakes.
- Any payment or provision of any other financial benefit (other than from your council or authority) made or provided within the relevant period\* in respect of any expenses incurred by you in carrying out duties as a member, or towards your election expenses. This includes any payment or financial benefit from a trade union within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992.

\*The relevant period is the 12 months ending on the day when you tell the Monitoring Officer about your disclosable pecuniary interests.

- Any contract which is made between you, or your spouse or your civil partner (or a body in which you, or your spouse or your civil partner, has a beneficial interest) and your council or authority -
  - under which goods or services are to be provided or works are to be executed; and
  - which has not been fully discharged.
- Any beneficial interest in land which you, or your spouse or your civil partner, have and which is within the area of your council or authority.
- Any licence (alone or jointly with others) which you, or your spouse or your civil partner, holds to occupy land in the area of your council or authority for a month or longer.
- Any tenancy where (to your knowledge) -
  - the landlord is your council or authority; and
  - the tenant is a body in which you, or your spouse or your civil partner, has a beneficial interest.
- Any beneficial interest which you, or your spouse or your civil partner has in securities of a body where -
  - (a) that body (to your knowledge) has a place of business or land in the area of your council or authority; and
  - (b) either
    - the total nominal value of the securities exceeds £25,000 or one hundredth of the total issued share capital of that body; or
    - if the share capital of that body is of more than one class, the total nominal value of the shares of any one class in which you, or your spouse or your civil partner, has a beneficial interest exceeds one hundredth of the total issued share capital of that class.

Under the Council's Code of Conduct, members must act in accordance with the Seven Principles of Public Life (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership), including the principle of honesty, which says that 'holders of public office have a duty to declare any private interests relating to their public duties and to take steps to resolve any conflicts arising in a way that protects the public interest'.

If you attend a meeting at which any item of business is to be considered and you are aware that you have a **personal interest** in the matter which does not amount to a DPI, you must make verbal declaration of the existence and nature of that interest at or before the consideration of the item of business or as soon as the interest becomes apparent. You should leave the room if your continued presence is incompatible with the 7 Principles of Public Life.

You have a personal interest where –

- a decision in relation to that business might reasonably be regarded as affecting the well-being or financial standing (including interests in land and easements over land) of you or a member of your family or a person or an organisation with whom you have a close association to a greater extent than it would affect the majority of the Council Tax payers, ratepayers or inhabitants of the ward or electoral area for which you have been elected or otherwise of the Authority's administrative area, or
- it relates to or is likely to affect any of the interests that are defined as DPs but are in respect of a member of your family (other than a partner) or a person with whom you have a close association.

Guidance on declarations of interest, incorporating regulations published by the Government in relation to Disclosable Pecuniary Interests, has been circulated to you previously, and has been published on the Council's website as a downloadable document at [-http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests](http://councillors.sheffield.gov.uk/councillors/register-of-councillors-interests)

You should identify any potential interest you may have relating to business to be considered at the meeting. This will help you and anyone that you ask for advice to fully consider all the circumstances before deciding what action you should take.

In certain circumstances the Council may grant a **dispensation** to permit a Member to take part in the business of the Authority even if the member has a Disclosable Pecuniary Interest relating to that business.

To obtain a dispensation, you must write to the Monitoring Officer at least 48 hours before the meeting in question, explaining why a dispensation is sought and desirable, and specifying the period of time for which it is sought. The Monitoring Officer may consult with the Independent Person or the Council's Standards Committee in relation to a request for dispensation.

Further advice can be obtained from Lynne Bird, Director of Legal Services on 0114 2734018 or email [lynne.bird@sheffield.gov.uk](mailto:lynne.bird@sheffield.gov.uk)

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**SHEFFIELD CITY COUNCIL**  
**North East Community**  
**Assembly Report**

# Agenda Item 8

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**Report of:** North East Community Assembly Manager

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**Date:** 30th January 2013

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**Subject:** Discretionary Budget 2012/13

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**Author of Report:** Alison Rayner  
North East Community Assembly Manager

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**Summary:**

The North East Community Assembly has had a Discretionary Budget in 2012/13 of £345,143. £308,876 was allocated at the Community Assembly Meeting in March 2012, followed by a further allocation at the meeting in July 2012 of £36,021. This report is to reallocate the under spend from various projects into an assembly wide rapid response pot.

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**Reasons for Recommendations:**

Granting delegated authority to the Assembly Manager, in consultation with the Chair of the Community Assembly, to allocate unspent funding from the Assembly's Discretionary Budget will help ensure that the maximum use is made of the available funding in fulfilment of the priorities set out in the North East Assembly Community Plan, which have been identified through consultation with local residents, groups and partners

**Recommendations:**

That the North East Community Assembly:

- (1) Delegates authority to the North East Community Assembly Manager, in consultation with the Chair, to agree the utilisation of any under spend from the agreed allocations listed below, in line with the priorities set out in the North East Assembly Community Plan;
- (3) Confirms the authority of the Director of Community Services, in consultation with the Director of Legal Services, to agree the terms on which all funding referred to in this report is made available and to enter into such funding agreements with recipients of the funding and any other related agreements or arrangements, and on such terms, that she considers appropriate.

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**Background Papers:**

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**Category of Report:**      OPEN

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### Statutory and Council Policy Checklist

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| <b>Financial Implications</b>                        |
| YES Cleared by: Liz Orme                             |
| <b>Legal Implications</b>                            |
| YES Cleared by:                                      |
| <b>Equality of Opportunity Implications</b>          |
| NO   |
| <b>Tackling Health Inequalities Implications</b>     |
| NO   |
| <b>Human rights Implications</b>                     |
| NO   |
| <b>Environmental and Sustainability implications</b> |
| NO   |
| <b>Economic impact</b>                               |
| NO   |
| <b>Community safety implications</b>                 |
| NO   |
| <b>Human resources implications</b>                  |
| NO   |
| <b>Property implications</b>                         |
| NO   |
| <b>Area(s) affected</b>                              |
| North East Community Assembly area of Sheffield      |

|   |
|---|
| <b>Relevant Scrutiny Committee if decision called in</b>                        |
| Safer and Stronger Communities  |
| <b>Is the item a matter which is reserved for approval by the City Council?</b> |
| NO  |
| <b>Press release</b>  |
| NO  |

## 1. Summary

The North East Community Assembly has had a Discretionary Budget in 2012/13 of £345,143. £308,876 was allocated at the Community Assembly Meeting in March 2012, followed by a further allocation at the meeting in July 2012 of £36,021. This report is to reallocate the under spend from various projects into an assembly wide rapid response pot.

## 2. What does this mean for people within the North East Community Assembly Area?

The allocation of the remaining 2011/12 North East Community Assembly Discretionary Budget will ensure activity takes place to address some of the priorities as identified in the North East Community Assembly Plan. These are:

- Brightening up our streets
- Improving parks and open spaces
- Supporting communities
- More things for children and young people to do
- Making people feel safe
- Improving roads and pavements
- Improving local housing
- Reducing health inequalities
- Getting people out of poverty and into work
- Increasing educational attainment and aspiration

## 3. Outcomes and Sustainability

The funding identified in this report will contribute to the delivery of the priorities in the North East Community Assembly Plan, thus benefiting residents in the North East Community Assembly Area.

The funding supports the City Council's priorities, values and outcomes as set out in the Corporate Plan 'Standing Up For Sheffield'. In particular:

#### Priorities

- Supporting and protecting communities

#### Values

- Fairness
- Spend public money wisely
- Enable individuals and communities

#### Outcomes

- Better Health and Wellbeing
- Successful Children and Young People
- Tackling poverty and increasing social justice
- A Great Place to Live
- Safe and Secure Communities

## **4. Full Proposal**

4.1 The majority of the North East Community Assembly's discretionary budget was allocated in March 2012 with the remainder being allocated in July 2012. At this time, underspends have been identified in a number of projects. These are:

- The ward-based rapid response budgets
- The project support communication and consultation budget
- The Burngreave community support and people getting on together budget

The total amount of underspend is £35,300.

As the funding has to be spent and projects delivered by 31<sup>st</sup> March 2013, to allow for maximum flexibility in spending this money, it is proposed that the money be reallocated into an area-wide rapid response budget.

It is also proposed that any further identified underspends from the 2012/13 Discretionary Budget should be reallocated into the assembly-wide rapid response budget.

## **5. Financial Implications**

The proposals as detailed will be funded from the North East Community Assembly's Discretionary Budget.

## **6. Legal Implications**

This report proposes that the North East Assembly Manager be given delegated power to reallocate any under spend. At this stage it is not known exactly how these funds might be applied. Therefore, the legal implications which arise from specific proposals would have to be addressed when specific proposals were formulated, in consultation with officers in Legal Services.

However, it is likely that in allocating unspent reliance would be placed on the new 'general power of competence' (the 'GPC') conferred on the Council by Section 1(1), Localism Act 2011. Section 1(1) provides that, "*A local authority has power to do anything that individuals generally may do.*" This is clearly a very broad power. It is not, however, carte blanche for the Council to act in any way it pleases. As one example of this, Section 2(1) provides that, "*If exercise of a pre-commencement power of a local authority is subject to restrictions, those restrictions apply also to exercise of the general power so far as it is overlapped by the pre-commencement power.*"

In exercising any discretion the Assembly Manager would need to have regard to the 'Public Sector Equality Duty' (see below), and also to the likely effect on, and the need for the Council to do all it reasonably can to prevent, crime and disorder (including behaviour adversely affecting the local environment), substance misuse and re-offending in its area (Section 17, Crime and Disorder Act 1998).

The procurement of any goods, works or services must be undertaken in accordance with all relevant provisions of Sheffield City Council's Constitution including the Council's Contracts Standing Orders and all applicable procurement rules.

## **7. Equality of Opportunity Implications**

In exercising their discretion, the Assembly and Officers exercising delegated powers need to be mindful of the Public Sector Equality Duty contained in Section 149 of the Equality Act 2010. This is the duty to have due regard to the need to:-

- (a) eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- (b) advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it; and
- (c) foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

This includes having due regard to the need to:-

- (a) remove or minimise disadvantages suffered by persons who share a relevant protected characteristic that are connected to that characteristic; and
- (b) take steps to meet the needs of persons who share a relevant protected characteristic that are different from the needs of persons who do not share it.

Generally speaking Section 158 of the Act permits the Council to take positive action where this is a proportionate means of:-

- (a) enabling or encouraging persons who share a protected characteristic to overcome or minimise a disadvantage connected to that characteristic,
- (b) meeting the needs of persons who share a protected characteristic which are different from the needs of persons who do not share it, or
- (c) enabling or encouraging persons who share a protected characteristic to participate in an activity in which participation by persons sharing that characteristic is disproportionately low.

The protected characteristics are age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

## **8. Human Resource Implications**

There are no specific human resource implications for the Council as a result of the allocation of this funding.

## **9. Mitigation of Risk**

The risks relating to this proposal have been considered by the North East Community Assembly Team. These risks will be regularly reviewed and monitored.

Projects funded may not lead to noticeable improvement in the priority issue. The Assembly Team (and the Accountable Bodies Team which administers funding) will monitor the impact of activity throughout the coming year, to assess whether projects have been effective.

The Accountable Body Team will administer the distribution of funding and ensure agreed targets and outcomes are being met. They will do this through the receipt of monitoring forms from providers and by visiting projects / activity on the ground.

The Assembly Manager will ensure payments are made as per the project proposal form and are released on time as per Council rules. The projects need to be aware that all funding must be spent by 31<sup>st</sup> March 2013 and no carry forward or extension is likely this financial year.

## **11. Alternative Options**

11.1 Keeping Discretionary Budget allocations split by ward and theme was considered but it was anticipated that this could restrict the assembly from funding a worthwhile project before year-end while funding was still available under a different theme or ward.

11.2 Funding only one of the two schemes proposed was considered, but it was felt that both were of equal value and using the underspend from the discretionary budget would enable the Community Assembly to respond to the

communities' requests.

## **12. Reasons for Recommendations**

Granting delegated authority to the Assembly Manager, in consultation with the Chair of the Community Assembly, to allocate unspent funding from the Assembly's Discretionary Budget will help ensure that the maximum use is made of the available funding in fulfilment of the priorities set out in the North East Assembly Community Plan, which have been identified through consultation with local residents, groups and partners

## **13. Recommendations**

That the North East Community Assembly:

- (1) Delegates authority to the North East Community Assembly Manager, in consultation with the Chair, to agree the utilisation of any under spend from the agreed allocations listed below, in line with the priorities set out in the North East Assembly Community Plan;
- (3) Confirms the authority of the Director of Community Services, in consultation with the Director of Legal Services, to agree the terms on which all funding referred to in this report is made available and to enter into such funding agreements with recipients of the funding and any other related agreements or arrangements, and on such terms, that she considers appropriate.



**North East Community Assembly**

**Meeting held 31 October 2012**

**PRESENT:** Councillors Peter Price (Chair), Leigh Bramall, Sheila Constance, Jackie Drayton, Gill Furniss, Ibrar Hussain, Talib Hussain, Alan Law, Sioned-Mair Richards and Peter Rippon

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**1. APOLOGIES FOR ABSENCE**

1.1 Apologies for absence were received from Councillors Tony Damms and Chris Weldon.

**2. EXCLUSION OF PUBLIC AND PRESS**

2.1 No items were identified where resolutions may be made to exclude the public and press.

**3. DECLARATIONS OF INTEREST**

3.1 There were no declarations of interest.

**4. NORTH EAST YOUTH FORUM PRESENTATION**

4.1 Six members of the North East Youth Forum gave a presentation on their work which explained what the Forum was, gave details of the training and session work in which it was involved and provided information on the activities it had undertaken and planned to undertake. Information was also provided on the Forum's Action Plan, with particular reference being made to the Youth Conference and North East Oscars. The Forum's key priorities were outlined, together with details of how young people could get involved in its work.

4.2 Responses were provided to questions as follows:-

- The North East Youth Forum operated alongside the Youth Council.
- In order to integrate Roma young people, all documents produced were translated into the appropriate languages and one of the workshops, held as part of the Youth Conference, was focused on raising awareness of cultural diversity.
- In order to involve 13-19 year olds, Forum representatives could visit schools and colleges, presentations could be given at appropriate venues and publicity and consultation, to determine

the needs of that age group, could be carried out.

- The responses which had been received to questionnaires circulated amongst young people in the area, would enable the Forum to signpost young people to activities in which they wished to be involved. It was an important part of the work of the Forum to find out about appropriate events and publicise them.

4.3 The Assembly thanked the young people for their presentation and looked forward to the Forum's continued involvement in the Assembly's work.

## **5. PUBLIC QUESTIONS AND PETITIONS**

### **5.1 Petitions**

There were no petitions presented to the Assembly.

### **5.2 Public Questions**

Responses were provided to public questions as follows:-

#### **5.2.1 Highway Trees**

Peter Rees, Amey, indicated that hazardous or dangerous trees and issues such as potholes should be reported via the Customer First telephone hotline (0114 273 4567).

#### **5.2.2 Blue Bin and Box Recycling Collection**

The Chair, Councillor Peter Price, stated that he would investigate the lack of blue bin and box recycling collections on Firshill Close.

#### **5.2.3 Closure of Lavender Way**

The Chair indicated that the works being undertaken by Yorkshire Water on Lavender Way were programmed for completion at the end of November 2012.

#### **5.2.4 Brushes Estate**

Peter Rees, Amey, stated that he would speak to the questioner with a view to undertaking a full inspection of the estate with regard to potholes. He emphasised the importance of reporting such issues and informed the meeting that contact cards were available to take away.

#### **5.2.5 Five Weirs Walk**

The Chair indicated that, even though it was not located within the

Assembly area, he would pursue the issue of the closure of the Five Weirs Walk due to potholes.

## **EXECUTIVE DECISION**

### **6. NORTH EAST ASSEMBLY COMMUNITY INVOLVEMENT PLAN 2012/13**

6.1 The North East Community Assembly Manager submitted a report on the North East Assembly Community Involvement Plan 2012/13 which set out a programme of delivery for engaging with local residents over the next twelve months. It also provided a focal point of information that could be shared between key agencies about what activities/events were taking place to deliver consultation that affected neighbourhoods across the North East area.

#### **6.2 Decision Taken**

RESOLVED: That the North East Community Assembly adopts the North East Community Involvement Plan for 2012/13 (Appendix A) as a basis for involving local residents across the area in the work of the North East Community Assembly and other local issues over the next twelve months.

#### **6.3 Reasons for Decision**

The involvement of communities is the main component in Sheffield City Council's ambition to change the way the Council delivers services in the City. Communities and residents will continue to have more opportunities to influence service delivery in their neighbourhood so that they meet local priorities and needs. This will contribute to making communities safe and sustainable.

#### **6.4 Alternatives Options Considered**

The Assembly could choose not to adopt an involvement plan or it could choose to use different forms of engagement and communication. The proposals set out within the plan are based on what is achievable through the resources of the Assembly and what has worked previously.

## **7. BUDGET UPDATE**

7.1 Alison Rayner, Community Assembly Manager, gave a presentation on the allocation of the Assembly's Discretionary Budget which provided details of quick wins expenditure, spending on the consultation vehicle during 2011/12 and spending on the Highways Budget.

7.2 In response to a public question, Alison Rayner stated that the running costs of one of the speed indication devices was £2,000 per year and

that the locations were focused to ensure maximum impact. She added that the one used in the Burngreave Ward used solar energy and that an order had been placed for the device on Firth Park Road, which was now out of use, to be moved to another location.

7.3 The Assembly noted the information reported.

**8. MINUTES OF PREVIOUS MEETING**

8.1 The minutes of the meeting of the Assembly held on 11<sup>th</sup> July 2012, were approved as a correct record.

**9. DATE OF NEXT MEETING**

9.1 The Assembly noted that its next meeting would be held on Wednesday, 30<sup>th</sup> January 2013, at 6.00 pm at the Shirecliffe Community Centre.

(Note: These minutes are subject to approval at a future meeting.)