

**Author/Lead Officer of Report:**

Tania Bustamante, South West LAC Community Services Manager

**Tel:** 0114 474 3651

**Report of:** Community Services Manager  
**Report to:** South West Local Area Committee  
**Date of Decision:** 28<sup>th</sup> September 2023  
**Subject:** South West LAC Budget 2023-24

Has appropriate consultation been undertaken? Yes  No

Has an Equality Impact Assessment (EIA) been undertaken? Yes  No\*

If YES, what EIA reference number has it been given? (*Insert reference number*)

\*A comprehensive EIA is being developed and will remain a live document as we move forward with the projects in the Community Plan.

Does the report contain confidential or exempt information? Yes  No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below: -

*“The (**report/appendix**) is not for publication because it contains exempt information under Paragraph (**insert relevant paragraph number**) of Schedule 12A of the Local Government Act 1972 (as amended).”*

**Purpose of Report:**

Each Local Area Committee has a budget to address local priorities. This report describes funding allocated to the LAC for 2023/24 and sets out proposals for its allocation and expenditure in line with the South West LAC community plan.

**Recommendations:**

That the South West Local Area Committee;

- Approves the proposed allocated expenditure against the £100,000 budget to address local priorities in the South West LAC in 2023/24.
- Agrees the use of the 2023/24 £26,697 LAC Cost of Living budget as described in the report namely that 50% of the South West’s allocation (£13,348) is awarded as a grant to Citizens Advice Sheffield to support and increase the capacity of its telephone advice line.
- Authorises the Community Services Manager, in consultation with the Local Area Committee Chair, to finalise the eligibility criteria and make decisions,

following engagement with the relevant Ward Members, on the award of the grant funds proposed of up to £5,000.

**Background Papers:**

The South West Community Plan is published at:

<https://www.sheffield.gov.uk/home/your-city-council/community-plans/south-west-local-area-committee.html>

Lead Officer to complete: -		
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.	Finance: Adrian Hart
		Legal: Petra Der man
		Equalities: Beverly Law
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>		
2	<b>Head of Service who approved submission:</b>	Carl Mullooly
3	<b>LAC Chair consulted:</b>	Cllr Andrew Sangar / Tim Huggan (Vice Chair)
4	I confirm that all necessary approval has been obtained in respect of the implications indicated on the Statutory and Council Policy Checklist and that the report has been approved for submission to the Decision Maker by the Head of Service indicated at 2. In addition, any additional forms have been completed and signed off as required at 1.	
	<b>Lead Officer Name:</b> Tania Bustamante	<b>Job Title:</b> South West LAC Community Services Manager
	<b>Date:</b> 28 <sup>th</sup> September 2023	

## 1. PROPOSAL

1.1 Local Area Committees (LACs) were established by Full Council in May 2021. Their Terms of Reference are set out in Part 3 of the Council's Constitution and include:

- To agree a Community Plan setting priorities for the area of the committee, monitor delivery of that plan and keep it under review; and
- To make decisions relating to funding as delegated from time to time by the Council to fit with the priorities set out in the Community Plan and following engagement with the community.

Each LAC was allocated an initial budget of £100,000 under an executive decision by the Leader of the Council on 17th August 2021. This money was to be spent in line with their respective Community Plans. The South West LAC Community Plan was agreed in March 2022 and budget spent in line with the priorities in the plan. A committed portion of the budget was carried forward to 2023/24 of £10,000 for a project to safeguard parking at Toltey Rise Shops. LAC officers worked with Transport and Highways officers to identify and cost appropriate measures. Members are continuing to explore with residents and businesses the proposals for Totley Rise shops. Until we have a firm proposal, the Toltey Rise parking issue cannot be costed. We will report back to the LAC when we have a tangible option for Toltey Rise to progress.

A refreshed community plan has been drafted for 2023/24 and will be presented at this meeting.

To enable decisions to be taken quickly so as to respond to emerging issues between Committee meetings, in September 2021 the LAC authorised the Community Services Manager to make decisions on expenditure provided that:

- The decision is taken in consultation with the Local Area Committee Chair;
- Spending is in line with any specific purposes of the allocated budget
- The decision may not approve expenditure of more than £5,000, and
- A report detailing the delegated spending decisions taken by the Community Services Manager is presented to the next Local Area Committee meeting.

Further, and for the same reasons as set out above, in September 2021 the LAC granted delegated authority to the Community Services Manager to make decisions on expenditure from any budgets allocated to the Local Area Committee provided that:

- The decision is taken in consultation with the Local Area Committee Chair.
- Spending is in line with any specific purposes of the allocated budget.

- The decision may not approve expenditure of more than £5,000.
- A report detailing the delegated spending decisions taken by the Community Services Manager is presented to the next Local Area Committee meeting.

Spending decisions made under this delegation have been reported to the LAC at each meeting.

## 1.2 2023/24 Budget Allocation

Full Council resolved at the Budget Meeting in March 2023 that “*additional spending amounting to £25,000 per ward, overseen by ward councillors and delivered through the Local Area Committees process, is provided as an additional spend for 2023/24*”. Though not the intention, the effect of this resolution was that these monies were designated Ward Pot budgets. The intention to create LAC budgets has now been put into effect by a recent decision of the Finance Committee on 11<sup>th</sup> September 2023 to agree a virement of the full £700,000 into the LAC budget, amounting to £100,000 per LAC. This budget will be spent on projects benefiting all the wards in the South West LAC area.

Proposed expenditure and budget allocation for 2023/24 is given below.

Priority & Element	Anticipated Expenditure	Comments
<b>Transport and Highways</b>		
Community Speed Watch	£250	Speed Gun calibration.
Schools Good Parking / Bad Parking Project	£400	£100 book vouchers for each school taking part (1 each ward).
<b>Local Environment</b>		
Improve Recycling Opportunities	£2,000	Community hosted recycling boxes.
Allocation of funding to support Environmental Groups activities in the area through grants.	£10,000	Supporting Community Environmental Groups such as Friends of Groups, and Litter Pickers.
Promoting Biodiversity	£7,000	Allocation of funding to biodiversity and ecology projects taking place in the Area with South Yorkshire Wildlife Trust. £5,000  Seeds for community-

		led wild flowering £2,000.
Play Equipment improvements	£25,000	Allocation of funding to enable improvements to play equipment across a number of sites.
<b>Community and Neighbourhoods</b>		
Volunteering Event for SW Area	£1,000	Allocation of funding to support the volunteering day event being held for the SW Area in partnership with SW LAC, VAS and Age UK.
Tackling Isolation and loneliness	£12,000	Allocation of funding to support activities through voluntary and community group organisations in the SW area.
Youth Event in Chambers	£2,000	Hosting a Youth Conference Day in Council Chambers.
Community Events and Festivals	£4,000	Allocation of funding to support existing or new events and festivals in the SW area.
Unpaid Carers Inaugural Lunch Club	£2,000	Allocation of funding for an unpaid carers inaugural lunch club in every ward.
<b>SW LAC Ward Funds</b>		
SW LAC Ward Funds, to allocate to local projects	£34,350	Funding for each Ward to invest in local projects that deliver against the Community Plan Priorities. (£8,587 Per Ward)
<b>Total £100,000</b>		

1.3

On this basis, funds remaining for the LAC would be £15,350.

### Cost of Living Budget

In its budget setting, the Council agreed a sum of £400,000, allocated by Indices of Multiple Deprivation (IMD), to LACs for Cost of Living related work. Of this amount £26,697 £ was allocated to the South West LAC.

The following recommendations are made:

- That 50% of the South West's allocation (£13,348) is awarded as a grant to Citizens Advice Sheffield (CAS) to support its city-wide freephone advice line. The advice line is the primary means that CAS supports people with a range of advice. This is vital to residents so they can access advice that is specific to their needs and personal circumstances. Investment in the service will increase call capacity.
- That the remaining £13,348 is used to create a new South West Cost of Living fund.

The fund will be open to those providing support to people in South West Sheffield with cost of living related issues, such as:

- Support to Welcoming Places operating in the area
- Providing activities and advice
- Practical food donation support or other items

Detailed eligibility will be developed and will include:

- Activity must take place in the South West LAC area.
- Aim to deliver activity by the end of March 2024.
- Applicants will need to demonstrate that existing funds are not already in place for the activity they are applying for.
- The fund will be open to not for profit organisation with a bank account in the organisation's name and at least two signatories who are not related.

It is proposed that the Community Services Manager, in consultation with the LAC Chair, is authorised to finalise the eligibility criteria and make decisions on expenditure relating to the grant applications received as set out above. Bids will be assessed by the LAC team and agreed. Applications will be shared with the relevant Ward Members for comment in advance of decisions being taken. Expenditure will be reported to the next meeting of the LAC.

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## **2. HOW DOES THIS DECISION CONTRIBUTE?**

- 2.1 Local Area Committees directly support the Communities and Neighbourhoods and Our Council commitments in the 'Our Sheffield: One Year Plan' but to be effective they need to have the capability to respond quickly to emerging local issues.

## **3. HAS THERE BEEN ANY CONSULTATION?**

- 3.1 The Community Plan has been developed through community consultation that has comprised of an online survey through the Council's Citizenspace and the Have Your Say Sheffield platform; a paper-based survey for those less digitally enabled; engagement activity with representative organisations and in-person meetings.

Partner organisations and Council departments that have been identified as offering potential solutions to some of the issues identified have also been consulted, to establish whether suggestions can be realistically implemented.

Further in person and online consultation is taking place in order to give Members information to consider any changes required to the LAC and Ward priorities at the next November LAC meeting.

#### **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

##### **4.1 Equality of Opportunity Implications**

###### **4.1.1 Decisions need to take account of the requirements 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:

- Eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Act;
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it;
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The Equality Act 2010 identifies the following groups as a protected characteristic: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex and sexual orientation.

The overall impact of this decision is likely to be positive and not disproportionate from an equality, diversity, and inclusion perspective. In developing a Community Plan, local communities have been given the opportunity for a greater say in local decision making for services which impact their daily lives.

The devolution of responsibilities will improve inclusion for local people and the work of the Sheffield Equality Partnership will support and enhance the approach from a citywide and underserved communities' perspective.

However, in order to ensure this approach takes into account people who share protected characteristics under the Public Sector Duties the Local Area Committee Community Plan will be supported by appropriate equality monitoring of budget.

An Equality Impact Assessment (EIA 916) was previously carried out in respect of the establishment of Local Area Committees.

##### **4.2 Financial and Commercial Implications**

###### **4.2.1 This report concerns expenditure of the LAC's allocated budget of £100,000 in 2023/24. This budget must not be exceeded.**

Procurement of supplies and/or services and the award of grant aid will be carried out in line with the Council's Contracts Standing Orders and Financial Regulations.

#### 4.3 Legal Implications

- 4.3.1 The LAC must operate in accordance with its Terms of Reference, (set out in Part 3.3.3 of the current Constitution) which was approved as part of the Council's updated Constitution, reflecting the committee system of governance, by Members sitting in full Council at its Annual Meeting on 18<sup>th</sup> May 2022. In accordance with the provisions of section 101 of the Local Government Act 1972 the Constitution provides that a Committee may delegate to a Council Officer.

### **5. ALTERNATIVE OPTIONS CONSIDERED**

- 5.1 Decisions on any expenditure above the existing authority to the Community Services Manager could be reserved to the LAC but this would inevitably delay delivery of priority actions to address specific issues identified in the Community Plan.

All decisions on expenditure to support Community Plan priorities could be delegated to officers. However, this would restrict and undermine the LAC's ability to monitor its delegated budget and delivery of the Community Plan.

### **6. REASONS FOR RECOMMENDATIONS**

- 6.1 The South West LAC is asked to approve the broad allocation of funding under the priority headings identified to assist its ability to monitor its budget, and to authorise the Community Services Manager to approve expenditure above the current delegated authority in certain circumstances so that delivery of the Community Plan is not delayed.