

CABINET HIGHWAYS COMMITTEE

Thursday 17 June 2010 at 2.00 pm
The Press and Public are Welcome to Attend

COMMITTEE MEMBERS

Cllr Ian Auckland Chair/Cabinet Member for Business,
 Transport and Skills

Cllr David Baker
Cllr Penny Baker
Cllr Shaffaq Mohammed

Substitute Members

The following Councillors are appointed as Substitute Members to the Committee and will substitute for Members as and when required:-

Cllr Steve Ayriss
Cllr Simon Clement-Jones
Cllr Roger Davison
Cllr Colin Ross
Cllr Andrew Sangar
Cllr Paul Scriven

Contact: Simon Hughes, Democratic Services
 Tel: Tel: 0114 273 36374
 simon.hughes@sheffield.gov.uk

PUBLIC ACCESS TO THE MEETING

The Cabinet Highways Committee discusses and takes decisions on significant or sensitive highways matters under the Highways Act 1980 and the Road Traffic Regulation Act 1984. These include the approval of Traffic Regulation Orders, the designation of controlled parking zones and approval of major transport scheme designs.

If you would like to attend the meeting, please report to the First Point Reception desk at the Town Hall, Pinstone Street entrance, where you will be directed to the meeting room.

Members of the public have the right to ask questions or submit petitions to Cabinet meetings. Please see the website:

www.sheffield.gov.uk/your-city-council/council-meetings/attending-meetings

or contact Democratic Services for further information.

You can see the reports to be discussed in public at the meeting if you call at the First Point Reception, Town Hall, Pinstone Street entrance. The Reception is open between 9.00 a.m. and 5.00 p.m., Monday to Thursday and between 9.00 a.m. and 4.45 p.m. 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. A copy of the agenda and reports is also available on the Council's website:

<http://www.sheffield.gov.uk/your-city-council/council-meetings/cabinet-highways-committee>

Cabinet Highways Committee meetings are normally open to the public but sometimes the Committee may have to discuss an item in private. If this happens, you will be asked to leave. Any private items are normally left until last.

If you require any further information please contact:

simon.hughes@sheffield.gov.uk or call us on: 0114 273 36374

FACILITIES

There are public toilets available, with wheelchair access, on the ground floor of the Town Hall. Induction loop facilities are available in meeting rooms.

Access for people with mobility difficulties can be obtained through the ramp on the side to the main Town Hall entrance.

COPIES OF THE AGENDA

The City Council's website contains details of meeting agendas, reports and minutes.

CABINET HIGHWAYS COMMITTEE AGENDA 17 June 2010

Order of Business

A G E N D A

1. **WELCOMING AND HOUSEKEEPING ARRANGEMENTS**
2. **APOLOGIES FOR ABSENCE**
3. **EXCLUSION OF PRESS AND PUBLIC**
To identify items where resolutions may be moved to exclude the press and public.
4. **DECLARATIONS OF INTEREST**
To receive any declarations of interest.
5. **MINUTES OF LAST MEETING**
Minutes of the meetings held on 19th and 20th May, 2010.
6. **PUBLIC QUESTIONS AND PETITIONS**
To receive any questions or petitions from members of the public.
7. **ITEMS CALLED-IN FOR SCRUTINY/REFERRED TO CABINET HIGHWAYS COMMITTEE**
8. **PETITIONS**
New Petitions

To report the receipt of petitions (a) containing 20 signatures objecting to the proposed double yellow lines in Upperthorpe connected with the proposed Permit Parking Scheme and (b) from residents of Owler Lane requesting parking spaces on Skinnerthorpe Road at the rear of their properties following the demolition on Skinnerthorpe Road to alleviate parking problems on Owler Lane.

Outstanding Petitions List

Report of Executive Director, Place.

9. **ALTERATIONS AT THE WICKER/DEREK DOOLEY WAY JUNCTION AND ASSOCIATED WORKS**
Report of the Executive Director, Place.

10. **SHARROW VALE PERMIT PARKING SCHEME – SCHEME REVIEW**
Report of the Executive Director, Place.

**The next meeting of the Cabinet Highways Committee
will be held on 8 July 2010 at the Town Hall**

ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

DEMOCRATIC PROCESS

The Council's Code of Conduct applies to all Members of the Council including co-opted Members and independent Members.

This note is intended to provide general guidance for Members on declaring interests.

However, you may often need to obtain specific advice on whether you have an interest in a particular matter. If you need advice, you can contact:

- the Director of Legal Services
- another Council lawyer; or
- Democratic Services.

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.

Do you have a personal interest in any matter on the agenda or meeting?

You will have a personal interest in a matter if it:

- i. (a) relates to an interest that you have already registered on the Register of Interests;
- ii. (b) relates to an interest that should be registered but you have not yet done so; or
- iii. (c) 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.

Note: 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.

2. If you have a personal interest you must:

- i. declare the existence and nature of the interest (in relation to the relevant agenda item) at the beginning of the meeting, before it is discussed or as soon as it becomes apparent to you; but
- ii. 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.

Exemption 1. 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).

Exemption 2: 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.

If you have an exemption:

- i. you need only declare your interest if you address the meeting; and
- ii. you can vote without declaring the interest providing you do not speak.

When will a person 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; 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.

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

- 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 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 either 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

Advice can be obtained from Deborah Homes, Interim Director of Legal Services on 0114 273 4018 or email deborah.homes@sheffield

Guidance is also available from the Standards Board for England's Website

www.standardsboard.gov.uk/theCodeofConduct/Guidance