



**Author/Lead Officer of Report:** Adeel Zahman  
Central - Community Services Manager  
**Tel:** 07854040301

**Report of:** Community Services Manager  
**Report to:** Central Local Area Committee  
**Date of Decision:** 29 November 2023  
**Subject:** Central 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? 2448

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*“The (**report/appendix**) is not for publication because it contains exempt information under Paragraph (**insert relevant paragraph number**) of Schedule 12A of the Local Government Act 1972 (as amended).”*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

- Sets out details of the spend in respect of the initial budget of £100,000 for 2023/24 that has been authorised by the Community Services Manager, in consultation with the LAC Chair and Committee in accordance with the delegation granted in September 2021.
- Describes funding allocated to the LAC for 2023/24 and sets out proposals for its allocation and expenditure for 2023/24 in line with the Central LAC Community Plan.

**Recommendations:**

That the Central Local Area Committee:

- Notes the latest committed spend from 2023/24 as detailed in the report to address local priorities against the £100,000 in the Central LAC Plan
- Agrees the use of the 2023/24 LAC Cost of Living budget (£63,704) as described in the report namely that 50% of the Central allocation (£31,852) is awarded as a grant to Citizens Advice Sheffield to support its advice line with the remaining 50% (£31,852) used to create a new Central Cost of Living fund).

**Background Papers:**

**The Central Community Plan is published at:**

[PowerPoint Presentation \(sheffield.gov.uk\)](https://www.sheffield.gov.uk)

<b>Lead Officer to complete:-</b>	
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: Bev 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 Brian Holmshaw
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> Adeel Zahman	<b>Job Title:</b> Central LAC Community Services Manager
<b>Date:</b> 29 November 2023	

## 1. PROPOSAL

### 1.1 Background

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.

In 2021 each LAC was allocated an initial budget of £100,000 to be spent in line with their Community plan. The Central LAC Community Plan was agreed in March 2022. In January 2023 the Central LAC Committee noted the expenditure against the £100,000 budget and approved grant expenditure of £9,225.92 for a social supermarket at St Marys Church.

The LAC Committee also agreed in January 2023 that the remaining balance of £69,911.31 to be allocated to projects addressing the local priorities in the Community Plan. Further expenditure on projects took place between January 2023 and March 2023 taking the total spend for 2022/23 to £86, 868.04 which is detailed below. The unspent budget was carried forward to 2023/24.

An overview and details for 2022/23 committed spend for each LAC Priority is provided below:

<b>Priority</b>	<b>Committed Spend</b>
Transport and Highways	£2,518
Environment	£8,596.17
Community and Neighbourhood	£62,637.87
Community Safety and Crime	£6,116
Business, Employment and Skills	£7,000

**Remaining Budget:** £13,131.96 carried forward to 2023/24 to address priorities in the Community Plan

To enable decisions to be taken quickly and to respond to emerging issues, 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 and Committee
- Spending is in line with any specific purposes of the allocated budget
- The Community Services Manager may not approve expenditure of

more than £5,000 per individual item.

- A report detailing the delegated spending decisions taken by the Community Services Manager is presented to the next Local Area Committee meeting.

### **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 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 for all wards, amounting to £100,000 per LAC. This budget will be spent on projects benefiting all wards in the Central LAC area.

It is proposed to use the Central LAC Budget to create a Central Local Area Committee Fund for 2023/24 for each ward. Grants will be awarded for those proposing projects that contribute to the LAC priorities:

- Transport and Highways
- Environment
- Business and Employment
- Community and Neighbourhoods
- Community Safety and Crime

The funds will be approved by ward members and shared with the Central LAC Committee.

Applications will be shared with the relevant Ward Members and expenditure being reported to the next meeting of the LAC.

For 2023/24 the budget is £100,000 plus £13,131.96 underspend from 2022/23.

The latest committed spend for each LAC Priority is provided below:

<b>Priority</b>	<b>Committed Spend</b>
Transport and Highways	£10,752.32
Environment	£12,235.92
Community and Neighbourhood	£32, 896
Community Safety and Crime	£2, 000
Business, Employment and Skills	£4,662

**Total Spend in 2023/24:** £62,546.24

**Remaining Budget:** £50,585.72 to address priorities in the Community Plan.

## **Cost of Living**

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 £63,704 was allocated to the Central LAC.

The following recommendations are made:

- That 50% of the Central allocation (£31,852) 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. Investment in the service will increase call capacity.
- That officers will submit proposals for all ward members to consider and so as to agree the allocation of the remaining 50% allocation (£31, 852) for the Central LAC area.

## **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 platform; a paper-based survey for those less digitally enabled; engagement activity with representative organisations and in-person meetings. Further consultation has been taking place over the summer in community settings.

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 consider 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 budgets of £100,000 prior to 2023/24, and £100,000 (£25,000 per ward) and £63,704 (cost of living) in 2023/24. These budgets 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,

approved as part of the Council's updated Constitution, reflecting the committee system of governance, by 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 This report is in line with the previous decision of September 2021 regarding expenditure below £5000, the Central Community Plan agreed on March 2022.

## **6. REASONS FOR RECOMMENDATIONS**

- 6.1 The Central 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 in consultation with the LAC Chair and Committee to approve expenditure above the current delegated authority in certain circumstances so that delivery of the Community Plan is not delayed.