

East Local Area Committee

**Wednesday 28 February 2024 at 6.00
pm**

**Church of Christ in Darnall,
Station Road, Sheffield, S9 4JT**

The Press and Public are Welcome to Attend

**Local Area
Committees**
Engage · Empower · Enable

Membership

Councillor Mary Lea (Chair)
Councillor Nabeela Mowlana (Deputy Chair)
Councillor David Barker
Councillor Mike Drabble
Councillor Terry Fox
Councillor Dianne Hurst
Councillor Mazher Iqbal
Councillor Ben Miskell
Councillor Laura Moynahan
Councillor Zahira Naz
Councillor Sioned-Mair Richards
Councillor Sophie Wilson

PUBLIC ACCESS TO THE MEETING

Local Area Committees engage, enable, and empower communities across the city with increasing control over decision making, marking a major shift in power to communities. The Committees provide a geographical framework that, over time, will be used to prioritise and direct the local delivery of an increasing number of Council services and oversee the production of a co-produced annual Area Committee Plan which will reflect resident priorities.

A copy of the agenda and reports is available on the Council's website at www.sheffield.gov.uk. You may not be allowed to see some reports because they contain confidential information. These items are usually marked * on the agenda.

Members of the public have the right to ask questions or submit petitions to Area Committee meetings and recording is allowed under the direction of the Chair.

Please see the [website](#) or contact Democratic Services committee@sheffield.gov.uk for further information regarding public questions and petitions and details of the Council's [protocol on audio/visual recording and photography](#) at council meetings.

Local Area 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.

Please do not attend the meeting if you have COVID-19 symptoms.

If you require any further information please contact Philippa Burdett email philippa.burdett@sheffield.gov.uk.

Local Area
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**EAST LOCAL AREA COMMITTEE AGENDA
28 FEBRUARY 2024**

Order of Business

- 1. Welcome and Housekeeping Arrangements**
- 2. Apologies for Absence**
- 3. Exclusion of the Press and Public**
To Identify items where resolutions may be moved to exclude the press and public
- 4. Declarations of Interest** (Pages 7 - 10)
Members to declare any interests they have in the business to be considered at the meeting
- 5. Minutes of Previous Meeting** (Pages 11 - 14)
To approve the minutes of the meeting of the committee held on 7 December, 2023
- 6. East LAC Budget Update Report** (To Follow)
Report of Huda Ahmed, East Local Area Committee Manager
- 7. East LAC End of Year Report 2023-2024**
Report of Huda Ahmed, East Local Area Committee Manager
- 8. Parks Update**
Presentation by Ruth Bell, Head of Parks and Countryside
- 9. Public Engagement Session**
The live webcast to be paused to allow public participation in this interactive session
- 10. Public Questions and Petitions**
To receive any questions or petitions from members of the public

NOTE: The next meeting of East Local Area Committee will be held on a date and time yet to be agreed.

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ADVICE TO MEMBERS ON DECLARING INTERESTS AT MEETINGS

If you are present at a meeting of the Council, of its Policy Committees, 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.

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 (selflessness; integrity; objectivity; accountability; openness; honesty; and leadership).

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 DPIs 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.

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 David Hollis, General Counsel by emailing david.hollis@sheffield.gov.uk.

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East Local Area Committee

Meeting held 7 December 2023

PRESENT: Councillors Mary Lea (Chair), Nabeela Mowlana (Deputy Chair), David Barker, Dianne Hurst, Ben Miskell, Zahira Naz and Sioned-Mair Richards

1. APOLOGIES FOR ABSENCE

1.1 Apologies for absence were received from Councillors Mike Drabble, Terry Fox, Mazher Iqbal, Laura Moynahan and Sophie Wilson.

2. EXCLUSION OF THE PRESS AND PUBLIC

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

3. DECLARATIONS OF INTEREST

3.1 There were no declarations of interest.

4. MINUTES OF PREVIOUS MEETING

4.1 RESOLVED: The minutes of the meeting of the Committee held on 11 October 2023, were approved as a correct record.

5. HOUSING PRESENTATION

5.1 The Committee and members of the public in attendance received a presentation from the Council's Housing Team. Thomas Strong was in attendance to give the presentation. The presentation will be uploaded to the Council's meeting pages, along with the minutes.

5.2 Thomas Strong explained that the East Neighbourhood Team was 1 of 6 Neighbourhood Teams across the City. The Team was made up of Neighbourhood Officers, Neighbourhood Support Officers, Block Cleaners, Estate Officers and Management.

5.3 The East Neighbourhood Team covered Darnall, Park & Arbourthorne, Richmond and Manor wards, in which they were approximately 6,000 council tenancies.

5.4 Thomas Strong gave a brief overview of the work carried out by the East Neighbourhood Team. This included:

- Tenancy Visits
- Dealing with Anti-Social Behaviour
- Providing Customer Service
- Providing rehousing advice
- Estate Management
- Tenancy Management

5.5 Thomas Strong explained that the East Neighbourhood Team also worked with external organisations such as South Yorkshire Police, South Yorkshire Fire & Rescue and the RSPCA.

5.6 So far in 2023/24, the East Neighbourhood Team had issued approximately 1900 tenancy visits and had discussions with 75% of those.

5.7 The Housing Service engaged with customers through Local Area Housing Forums and Estate Walkabouts. Thomas Strong explained that he welcomed views on how to improve engagement.

5.8 Following the presentation, Councillor Sioned Mair-Richards asked about introductory tenancies.

Thomas Strong explained that as of 1 October 2023, a new policy had been introduced on introductory tenancies. New tenants signing up for a council tenancy will now have a 12-month introductory tenancy. This should improve sustainability by reducing tenancy evictions.

5.9 The Committee and members of the public in attendance received a presentation from the Repairs and Maintenance Team. Martin Kay was in attendance to give the presentation.

5.10 Martin Kay explained that the presentation was a performance review of the Repairs & Maintenance Service, from April to December 2023. The presentation will be uploaded to the Council's meeting pages, along with the minutes.

5.11 Following the presentation, Councillor Dianne Hurst asked what the Council's targets were for each of the slides mentioned.

Martin Kay explained that there were 'dotted lines' on each of the charts shown on the presentation. That dotted line represented the Council's targets.

5.12 Martin Kay mentioned that there had been some issues around staffing resources this year which had led to the increase in 'overdue jobs'.

5.13 Councillor Zahira Naz asked how flexible the Repairs and Maintenance Team were with working with tenants who might not be able to take time off work to stay at home whilst a repair needed to be completed.

Martin Kay explained that front line operatives were now instructed to contact tenants, and to not leave the property until they have rung the tenant. If the tenant is unable to be at home for the repair, then they can arrange a time for the repairs team to come back.

- 5.14 Martin Kay confirmed they were occasions where an operative from a different team had to be called out to the property in order to complete a repair. Although he believed that this was rare and that the right operative should be sent out to repair an issue at a council property. In some cases, this was unavoidable though, and there can be times when an operative was carrying out a repair, they discover a new issue in which a different operative may be needed before the original operative could continue in a safe way. He added that they were also looking to upskill operatives so that different operatives could carry out each of the more common repairs and mitigate the waiting times for repairs to be carried out.
- 5.15 Martin Kay confirmed that the Council had a diagnostic tool, and that data was being reviewed to ensure the tenants were not left waiting for repairs for excessive periods of time. By reviewing the data, officers could determine whether the right operatives were being sent out to complete a repair or whether other operatives were needed at the property.
- 5.16 Martin Kay confirmed that the definition of 'right first time' were repairs in which an operative completed a job and was not needed to return to the property for a second time.
- 5.17 Councillor Ben Miskell raised concerns around the delays for carrying out fire stopping repairs.

Martin Kay explained that a fire risk assessment was carried out every year for each of the Council properties. As part of the risk assessment, if any repair was identified, then it would be put into categories of urgency. He added that some fire stopping materials were bespoke and needed to be ordered which could cause some delays.

- 5.18 Councillor Dianne Hurst mentioned there was a property in Richmond Ward that had been vacant for some time. She asked what the process was for ensuring these properties were turned over quickly and that revenue for the Council were not being lost.

Martin Kay explained the average turn around on vacant properties, from getting the keys to the property back, were 36 days. He believed there must be some significant issues with that particular property for it to be vacant for that amount of time.

The Chair asked for the details on this property to be shared with Councillor Hurst, after the meeting.

6. WORKSHOPS

6.1 Following the presentation, Members of the Committee broke out into breakout groups with Officers and members of the public. They were asked to consider the following:

6.2 The Regulator of Social Housing is seeking views on the revised consumer standards. Within the consumer standards, there are several recommendations below where we would like to get your views:

1. Engagement with tenants – Landlords must take tenants views into account.
2. Information about landlord services – Landlords must provide information so tenants can access services.
3. Performance information – Landlords must collect and provide performance information.

Question: With the above in mind, how can landlords improve on this and what ideas do you have?

6.3 Following the breakout session, the Chair (Councillor Mary Lea) explained that the discussions had been captured and would be passed back to the Housing Service.

7. PUBLIC QUESTIONS AND PETITIONS

7.1 No public questions or petitions were raised at the meeting.

7.2 The Chair thanked everyone for attending the meeting and explained that the next meeting of the Local Area Committee was the 28 February 2024.