



**Author/Lead Officer of Report: East LAC**  
Huda Ahmed - Community Services Manager

**Tel: 07901736801**

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**Report of:** Community Services Manager  
**Report to:** East Local Area Committee  
**Date of Decision:** 11 October 2023  
**Subject:** East LAC Budget 2023-24

Has appropriate consultation been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
Has an Equality Impact Assessment (EIA) been undertaken?	Yes	<input checked="" type="checkbox"/>	No	<input type="checkbox"/>
If YES, what EIA reference number has it been given? 2361				
Does the report contain confidential or exempt information?	Yes	<input type="checkbox"/>	No	<input checked="" type="checkbox"/>
If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below: -				
<i>“The (<b>report/appendix</b>) is not for publication because it contains exempt information under Paragraph (<b>insert relevant paragraph number</b>) of Schedule 12A of the Local Government Act 1972 (as amended).”</i>				

<p><b>Purpose of Report:</b></p> <p>Each Local Area Committee has a budget to address local priorities. This report</p> <ul style="list-style-type: none"><li>• Describes funding allocated to the LAC for 2023/24 and sets out proposals for its allocation for 2023/24 in line with the East LAC plan.</li><li>• Describes costs of living budget allocated to the East LAC for 2023/24 and sets out proposals for its allocation.</li></ul>
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**Recommendations:**

That the East Local Area Committee

- Agrees that the 2023/24 £100,000 LAC budget be apportioned to allocate £25,000 to each ward, to be spent on LAC Community Plan priorities.
- Agrees the use of the 2023/24 £100,000 LAC budget as described in the report.
- Agrees the use of the 2023/24 £77,100 East LAC Cost of Living budget as described in the report namely that 50% of East's allocation (£38,550) is awarded as a grant to Citizens Advice Sheffield to support its advice line with the remaining 50% (£38,550 used to create a new East Cost of Living fund).
- 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 East Community Plan is published at:

[East Local Area Committee Community Plan | Sheffield City Council](#)

<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: <i>Petra Der Man</i>
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 Mary Lea
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> Huda Ahmed	<b>Job Title:</b> East LAC Community Services Manager
<b>Date: 11<sup>th</sup> October 2023</b>	

## 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 East LAC Community Plan was agreed in March 2022 and spent all the portion of the £100,000 budget on the delivery the six East LAC priorities.

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
- 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.

At its meeting in June 2022 the LAC was informed of proposed anticipated expenditure in respect of various elements to address those priorities and gave further authority to the Community Services Manager to make decisions on that expenditure.

Spending decisions made under these delegations 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”*. The LAC may agree that this total £100,000 may be spent across the LAC area as a single budget, or apportion it to benefit all wards, by example, setting aside a share for each ward and pooling the remainder for activities across the LAC area.

Following preliminary conversations with individual East LAC Members it is recommended that this fund is allocated at £25,000 per ward in 2023/24. It is proposed this money is to be spent on local priorities identified for the East LAC area. These are:

- Children and Young People
- Environment
- Anti-social behaviour and crime
- Communities and Neighbourhoods
- Health and Wellbeing
- Highways and Transport

### **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 £77,100 was allocated to the East LAC.

The following recommendations are made:

- That 50% of the East allocation (£38,550) 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 the East areas of the city where its distance from the centre of the city makes it harder for people to access in person services. The advice line has access to different community languages. Investment in the service will increase call capacity.
- That the remaining £38,550 is used to create a new East Cost of Living fund

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

- Providing food & practical items
- Providing advice and potential breakfast clubs
- Operating a welcome place

Detailed eligibility will be developed but core criteria will include:

- Activity must take place in the LAC East area.
- The ability to deliver activity by the end of March 2024
- Applicants with no track record of delivery in the East of the city will need to demonstrate a sound approach to how they develop a project in the East of the city.
- 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 organisations 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.

## **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. In June 2023 the East LAC carried an online and paper community survey that acknowledged the six East LAC community identified last year are still relevant.

## **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, to ensure this approach considers 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 (£25,000 per ward) and £77,100 (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 set out within paragraph 3.3.3 of the Council's updated Constitution, reflecting the committee system of governance, by Members at its Annual Council 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 30<sup>th</sup>, 2021, regarding expenditure below £5000, the East Community Plan agreed on March 9<sup>th</sup>, 2022, and the East Community plan for 2023/24 agreed on the 11<sup>th</sup> of July 2023 East public meeting

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

- 6.1 The East LAC is asked to note the use of funding and agree further expenditure to address the identified local priorities.

