

\*PART A

**Report to:** Council  
**Date of meeting:** 30 July 2014  
**Report of:** Head of Democracy and Governance  
**Title:** Neighbourhood Forum Annual Report 2013/14

1.0 **SUMMARY**

- 1.1 Neighbourhood Forums were established at Annual Council on 21 May 2008. It was agreed that each Forum would comprise the three ward councillors for the local electoral ward.
- 1.2 In accordance with the protocol for Neighbourhood Forums, each Forum is required to produce an annual report providing details of the activities which had taken place during the year. The report should include information about the Forum's spending, meetings and projects.

2.0 **RECOMMENDATIONS**

- 2.1 that the annual reports be noted.

**Contact Officer:**

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**Report approved by:** Carol Chen, Head of Democracy and Governance

3.0 **DETAILED PROPOSAL**

- 3.1 Neighbourhood Forums were established to enable the ward councillors to engage with local residents and businesses and other community groups in their Ward. They could also be used to promote the Council's business and to carry out consultation on ward-related matters.

- 3.2 In 2013/14 each Neighbourhood Forum was allocated a budget of £2,500. The budget can be used to set up meetings with residents, businesses and other community groups. Five Neighbourhood Forums have held at least one meeting within their wards.
- 3.3 The budget can also be used to support projects within the ward. During 2013/14 11 Neighbourhood Forums chose to fund projects for their area. Many of the wards have made donations to local groups to cover the cost of new equipment or other expenses. Several wards used their funds towards environmental improvements in their areas, including hiring skips, planting trees and the purchase of bat and bird boxes for installation in a local park. Two wards jointly contributed towards the cost of the relocation of the CCTV equipment to Shady Lane. A third ward agreed to make a contribution towards the cost of the relocation from its 2014/15 budget. Details of the overall expenditure for each ward are shown in Appendix 1.
- 3.4 11 wards have submitted an Annual Report and these are attached as Appendix 2.

#### 4.0 **IMPLICATIONS**

##### 4.1 **Financial**

- 4.1.1 The Shared Director of Finance comments that the expenditure was within the allocated budget for 2013/14.

##### 4.2 **Legal Issues** (Monitoring Officer)

- 4.2.1 The Head of Democracy and Governance comments that there are no implications in the report.

##### 4.3 **Potential Risks**

Potential Risk	Likelihood	Impact	Overall score
None identified within this report			

#### Appendices

- Appendix 1 – Neighbourhood Forum expenditure statistics 2013/14  
 Appendix 2 – Neighbourhood Forum Annual Reports

#### Background Papers

- 2013/14 Statement of Accounts and applications for each Neighbourhood Forum

#### File Reference

None