

**At a meeting of the MANAGEMENT SCRUTINY COMMITTEE held in the CIVIC CENTRE on THURSDAY, 16<sup>TH</sup> JUNE, 2011 at 5.30 p.m.**

**Present:-**

Councillor Tate in the Chair

Councillors Anderson, G. Miller, Mordey, Oliver, Rolph, Stewart, Walker, S. Watson, Wilson and Wood.

**Welcome**

The Chairman welcomed Councillors Anderson, Wilson and Wood as new Members to the Committee and extended his congratulations to Councillor Heron a former Member of the Committee on his appointment as Chairman of the Tyne and Wear Fire and Rescue Authority.

**Apologies for Absence**

All Members of the Committee being present, there were no apologies for absence.

**Minutes of the Last Meeting of the Committee held on 14<sup>th</sup> April, 2011**

**(i) Performance Report Quarter 3 (April – December 2010)**

Councillor Rolph highlighted that responses to the enquiries made by herself and Councillor M. Forbes relating to the condition of roads and footways and in respect of the Council's policy on access to sports facilities from Street Scene and Highways colleagues and other colleagues in the City Services Directorate respectively, had not been forthcoming.

Mr. Nigel Cummings, Scrutiny Officer was asked to chase up this information for the Members concerned.

**(ii) Request to Attend Seminar – Centre for Public Scrutiny's 9<sup>th</sup> Annual Conference and Exhibition**

The Chairman reported that the event had been attended by Councillors Miller and Walker and not Councillors Miller and Mordey as originally proposed. It had become more appropriate for Councillor Walker to attend as a representative of the North East Health Scrutiny Joint Committee which had been nominated to receive the Joint Working Award and the overall Impact

Award for its major project reviewing the health inequalities suffered by ex-service people and their families.

1. RESOLVED that the minutes of the last meeting of the Scrutiny Committee held on 14<sup>th</sup> April, 2011 (copy circulated), be confirmed and signed as a correct record.

### **Declarations of Interest (Including Whipping Declarations)**

#### Item 6 – Annual Health and Safety Report

Councillor Rolph declared a personal and prejudicial interest in the report as one of the health and safety review decisions was a decision made when she had been a Member of the Cabinet.

Councillor Mordey declared a personal interest as a Member of the Port Board.

### **Annual Work Programme 2011-12**

The Chief Executive submitted a report (copy circulated) for Members to determine the Annual Work Programme for the Scrutiny Committee for 2011-12.

(For copy report – see original minutes).

Following due consideration it was:-

2. RESOLVED that:-
  - (a) the draft Annual Work Programme for 2011-12 be approved; and
  - (b)
    - (i) the topics 'After Comprehensive Area Assessment' and 'the Corporate Outcomes Framework' be combined and a policy review be undertaken by the Committee, the Scrutiny Officer to scope the review and submit the approach to the next meeting;
    - (ii) the Committee examine the issues contained in the Public Services Reform White Paper, once published, looking at the implications for the Council, key stakeholders and local Committee and that this be included in the programme for later in the year at the appropriate time; and
    - (iii) the Communication of Council Services be included in the Committee's work programme; a briefing to be made by Officers in the Communications Team to the Committee on how the public and local communities find out about the services that the Council offers and how it communicates information around the services provided.

## **Combined Service Improvement and Financial Planning Process**

The Deputy Chief Executive submitted a report (copy circulated) apprising the Scrutiny Committee of progress in respect of the 2010/2011 and 2011/2012 Combined Service Improvement and Financial Planning Processes (formerly the Strategic Planning Process) and outlining initial proposals in respect of the 2012/2013 process.

(For copy report – see original minutes).

Mr. Ray Leonard, Head of Organisational Strategy and Intelligence, briefed the Committee on the report.

3. RESOLVED that the contents of the report be noted.

## **Annual Health and Safety Report**

The Director of Human Resources and Organisational Development submitted a report (copy circulated) providing a summary health and safety report to review the management of health and safety at work within the Council.

(For copy report – see original minutes).

Mr. John Rawling, Deputy Director of Human Resources and Organisational Development, briefed the Committee on the report.

Councillor Anderson referred to the incidents which had occurred in Environmental Services. She advised that no grass cutting, an important and valued service by the public, had taken place in her Ward at this time due to injuries sustained by grass cutting personnel whilst cutting grass on an incline. A full health and safety review had taken place and staff had been retrained as a result.

Councillor Anderson enquired how long grass cutting had been suspended whilst a review was undertaken.

Mr. Rawling confirmed grass cutting was suspended as a result of an incident which had occurred whilst grass cutting on a slope last year and undertook to ensure Councillor Anderson was provided with the detail requested.

Members of the Committee noted that the Diving Accident at Sunderland Aquatic Centre which had occurred in October 2010 had resulted in diving activities being suspended from this time and that this was still the position in June 2011.

Mr. Rawling explained that remedial actions remained under negotiation with the contractor.

Members of the Committee expressed concern at the length of time that the diving platforms remained out of use given that the Aquatic Centre was meant to be used as a training facility for the Olympic Games in 2012. The consensus was that the remedial works needed to be identified and undertaken at the earliest opportunity so that the facility could be re-opened.

Full consideration having been given to the report; it was:-

4. RESOLVED that:-

- (i) the content of the report be noted; and
- (ii) a further report be submitted on the transformation and management of Health and Safety in the Streetscene Service.

**Forward Plan – Key Decisions for the Period 1<sup>st</sup> June, 2011 – 30<sup>th</sup> September, 2011**

The Chief Executive submitted a report (copy circulated) providing Members with an opportunity to consider those items in the Executive's Forward Plan for the period 1<sup>st</sup> June, 2011 to 30<sup>th</sup> September, 2011 which relate to the Management Scrutiny Committee.

(For copy report – see original minutes).

A copy of the latest Forward Plan covering the period 1<sup>st</sup> July, 2011 to 31<sup>st</sup> October, 2011 published on 14<sup>th</sup> June, 2011 was tabled at the meeting.

5. RESOLVED that the Executive's Forward Plan for the above period be received and noted.

(Signed) R.D. TATE,  
Chairman.

REFERENCE FROM CABINET – 22 JUNE 2011

**CAPITAL PROGRAMME OUTTURN 2010/2011 AND FIRST CAPITAL REVIEW 2011/2012 (INCLUDING TREASURY MANAGEMENT)**

**Report of the Head of Law and Governance**

**1. Why has this report come to this Committee?**

- 1.1 To set out for advice and consideration of this Committee an extract from the report of the Capital Programme Outturn 2010/2011 and First Capital Review 2011/2012 (including Treasury Management) including details of new schemes that have been added to the capital programme, which are referred by Cabinet to Council for approval.
- 1.2 Members' views will contribute to the consultation process.

**2. Background and Current Position**

- 2.1 The Cabinet, at its meeting on 22 June 2011, gave consideration to a report of the Executive Director of Commercial and Corporate Services. The report advised of the Capital Programme Outturn for 2010/2011, the outcome of the First Capital Review for 2011/2012 taking account of the Capital Programme Outturn 2010/2011, changes made to the Capital Programme 2011/2012 since its approval and an update on progress in implementing the Treasury Management Borrowing and Investment Strategy for 2011/2012.
- 2.2 Copies of 22 June 2011 Cabinet agenda were made available to all Members of the Council. The Cabinet approved the report and where necessary recommended to Council the inclusion of additional schemes for 2011/2012 since the Capital Programme was approved by Council in March 2011.

**3. Conclusion**

- 3.1 The report is referred to the Management Scrutiny Committee, for advice and consideration in the context of inclusion of an additional scheme for 2010/2011 costing over £250,000 which is set out in the attached extract. The comments of this Committee will be reported to the Council meeting on 20 July 2011.

#### **4. Recommendation**

- 4.1 The Scrutiny Committee is invited to give advice and consideration to Council on the proposed additional scheme to the Capital Programme as set out in the attached extract.

#### **5. Background Papers**

- 5.1 Cabinet Agenda, 22 June 2011.
- 5.2 A copy of the Agenda is available for inspection from the Head of Law and Governance or can be viewed on-line at:-

<http://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/7215/Committee/1485/Default.aspx>

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**Capital Programme Outturn 2010/2011 and First Capital Review 2011/2012  
(including Treasury Management)**

**Extract of Report**

	<b>£000</b>
<b>Additional Scheme 2011/2012 Capital Programme</b>	
<b>Attractive and Inclusive City</b>	
Pot Hole Repairs - Capital maintenance works to repair damages caused to highways by the severe winter weather (funded from specific Department for Transport grant)	614

**REFERENCE FROM CABINET – 22 JUNE 2011**

**REVENUE BUDGET OUTTURN FOR 2010/2011 AND FIRST REVENUE REVIEW 2011/2012**

**Report of the Head of Law and Governance**

**1. Why has this report come to this Committee?**

- 1.1 To set out for advice and consideration of the Committee an aspect of the report on the Revenue Budget Outturn for 2010/2011 and First Revenue Review for 2011/2012 namely requesting the Council to approve the virement of funds. Members' views will contribute to the consultation process.
- 1.2 In accordance with the Management Scrutiny Committee workplan, to advise of progress in implementing savings proposals for 2011/2012.

**2. Background and Current Position**

- 2.1 The Cabinet, at its meeting on 22 June 2011, gave consideration to a report of the Executive Director of Commercial and Corporate Services. The report gave details of the Revenue Budget Outturn for 2010/2011 and First Revenue Review for 2011/2012.
- 2.2 The Cabinet approved:
- (i) in relation to 2010/2011 the contingency and reserve transfers proposed at Appendix A, budget transfers and virement at Appendix B and the final account decisions as set out in the report.
  - (ii) in relation to 2011/2012 the proposed contingency transfers at Appendix E and budget transfers.
- 2.3 In accordance with the Council's Budget and Policy Framework certain virements are referred to the Management Scrutiny Committee, for advice and consideration on the issues of virement only, prior to seeking Council approval. The attached extract refers to the virement of funds in respect of ;
- £1.0 million to support potential winter maintenance pressures and continued uncertainties arising as a result of the economic downturn for 2011/2012,
  - £1.5m to support initial activities regarding potential commercial and economic development opportunities which will in turn lead to improved outcomes for the city and future revenue cost containment, and



- In accordance with the approval by January Cabinet, transfer the residual sum of £1.958 million to the strategic investment reserve to support one off transitional costs arising from the implementation of budget savings proposals in 2011/2012.

2.4 In addition, and in accordance with the Management Scrutiny Committee workplan, which requested that the Committee be advised of progress in implementing savings proposals for 2011/2012, the full report to Cabinet of 22<sup>nd</sup> of June is attached for information. Members attention is drawn to paragraph 5.3 of the report which summarises this progress and puts into context the position at outturn for 2010/2011.

### 3. Conclusion

3.1 The matter at 2.3 is referred to this Committee for advice and consideration. The comments of this Committee will be reported to the Council meeting on 20 July 2011.

### 4. Recommendation

4.1 The Scrutiny Committee is invited to give advice and consideration to Council on the issues of virement as set out in the attached extract.

### 5. Background Papers

5.1 Cabinet Agenda, 22 June 2011.

5.2 A copy of the Agenda is available for inspection from the Head of Law and Governance or can be viewed on-line at:-

<http://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/7215/Committee/1485/Default.aspx>

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## Revenue Budget Outturn for 2010/2011 and First Revenue Review 2011/2012

### *Extract of Report*

**Cabinet Meeting 22nd June 2011**

**Virements over £55,000 for the Final Quarter 2010/2011**

	<b>Transfer From £000</b>	<b>Transfer To £000</b>
General Balances	4,458	
Reserve for pressures arising in respect of winter maintenance and the economic downturn		1,000
Reserve to support potential commercial and economic development activities		1,500
Transfer to Strategic Investment Reserve to support pressures in respect of Transitional Arrangements		1,958
<b>TOTAL</b>	<b>4,458</b>	<b>4,458</b>

**CABINET MEETING – 22 June 2011**  
**EXECUTIVE SUMMARY SHEET- PART I**

**Title of Report:**

Revenue Budget Outturn for 2010/2011 and First Revenue Review 2011/2012

**Author(s):**

Executive Director of Commercial and Corporate Services

**Purpose of Report:**

To report details of the Revenue Budget Outturn for 2010/2011 and First Revenue Review 2011/2012.

**Description of Decision:**

Cabinet is recommended to:

in relation to 2010/2011:

- approve the contingency and reserve transfers proposed at Appendix A budget transfers and virement at Appendix B;
- approve the Final Account Decisions as set out in the report.

in relation to 2011/2012:

- approve the contingency transfers at Appendix E and budget transfers

**Is the decision consistent with the Budget/Policy Framework?**

Yes with the

exception of the use of virement requiring Council approval.

**If not, Council approval is required to change the Budget/Policy Framework**

**Suggested reason for Decision:**

To report on the outturn position compared to the budget for 2010/2011 and respond to variations in expenditure and income which have arisen in 2011/2012.

**Alternative options to be considered and recommended to be rejected:**

No alternative options are proposed.

**Is this a “Key Decision” as defined in the Constitution?**

Yes – these relate to virements set out in Appendix B.

**Is it included in the Forward Plan?**

Yes provisionally - in light of content of this report it is necessary.

**Relevant Scrutiny Committee:**

Management

## **Cabinet 22nd June 2011**

### **Revenue Budget Outturn 2010/2011 and First Revenue Review 2011/2012**

#### **Report of the Director of Commercial and Corporate Services**

##### **1. Purpose of Report**

1.1 This report covers:

##### **The Revenue Budget Outturn 2010/2011**

The overall outturn position is positive and continues the strong financial track record of the Authority and enables the Authority to face the challenging 2011/2012 budget in a strong financial position:

Set out in Section 3 below are details of the Revenue Budget Outturn for 2010/2011. The reporting format reflects the Portfolio Holder responsibilities in place during 2010/2011 and includes:

- proposed contingency transfers, budget transfers and virements for the final quarter for 2010/2011;
- details of the net underspending on delegated service budgets for 2010/2011 and delegated budget surpluses for 2010/2011;
- the position in relation to the achievement of efficiency targets for 2010/2011 and generation of savings to support the budget for 2011/2012.

Section 4 details the general fund balances and the major revenue reserves position.

##### **First Revenue Budget Review 2011/2012**

At this early stage of the financial year, positive progress is being made in implementation of the 2011/2012 budget, with detailed and robust monitoring arrangements in place across all budget heads.

Set out in Section 5 are details of the First Revenue Review for 2011/2012. The format reflects Portfolio responsibilities for 2011/2012. This includes:

- proposed contingency transfers and budget transfers for the first quarter of 2011/2012;
- the position in relation to achievement of savings targets for 2011/2012;

## **2. Description of Decision**

2.1 In relation to 2010/2011 Cabinet is recommended to:

- approve the contingency and reserve transfers proposed at Appendix A, and budget transfers and virements at Appendix B;
- approve the Final Accounts decisions as set out in this report.

2.2 In relation to 2011/2012, Cabinet is requested to:

- approve the proposed contingency transfers at Appendix E and budget transfers.

## **3. Revenue Budget Outturn 2010/2011**

### **Statement of Accounts**

3.1 The statutory Statement of Accounts, subject to audit, will be made available on the internet on 30<sup>th</sup> June 2011 in accordance with the Accounts and Audit Regulations 2011. The Accounts will be made available for public inspection from 1st August 2011 until the 26th August 2011 and the formal external audit of the accounts will commence on 30th August 2011. A report setting out the Statement of Accounts will be presented to the Audit and Governance Committee of the Council on the 30<sup>th</sup> September 2011.

### **Budget Adjustments 2010/2011 – Contingency Transfers and Budget Transfers**

#### **Contingency Transfers**

3.2 Members will recall from previous reports that transfers from the contingency fund take place on a quarterly basis to reflect expenditure actually incurred in respect of approved provisions. Appendix A sets out the transfers and adjustments for the final quarter amounting to £9,489,419 and also the establishment of reserves from contingencies amounting to £3,777,746 in respect of commitments now falling into 2011/2012.

#### **Budget Transfers**

3.3 The following budget transfers are proposed since the third revenue review:

- use of the Strategic Investment Budget to fund previously approved schemes.
- the transfer of responsibilities between services including the allocation of Working Neighbourhoods funding to specific projects and the unification of budgets in accordance with the Sunderland Way of Working.
- planned earmarking of savings on insurance provisions and reserves following the actuary's latest assessment of future employers and public liability claims. Savings of £1.037 million were taken into account in setting the budget for 2011/2012.

## **Delegated Budgets Outturn - Overall Summary**

- 3.4 The positive position at outturn reflects the Budget strategy and framework agreed and the adoption of a strong whole organisational approach to financial management in accordance with Sunderland Way of Working principles, with the aim of releasing as much resource as possible to protect front line services as part of the 2010/11 and 2011/12 budgets.

### **Delegated Budgets – Cost Containment Strategy**

- 3.4.1 As set out above the approach adopted very early in this financial year both to help deliver the impact of the June 2010 Emergency Budget, but also in preparation for the significant funding reductions arising from the Comprehensive spending review, the Council has rigorously followed through on a wide range of cost containment measures. The measures introduced were adopted by all staff within the Council. The final year end position has therefore led to the achievement of additional savings of £6.396m as set out below ;

- At the third review stage the approach enabled in year savings to be achieved in excess of the £5.150m required to meet in year grant reductions by £3.467m. This was transferred to the Strategic Investment Reserve to support transitional costs arising from the implementation of Sunderland Way of Working operational arrangements.
- In finalising the Accounts, Directors in conjunction with Portfolio holders have also reviewed commitments against delegated surpluses to provide for only essential commitments and key service pressures. This has led to the achievement of additional savings of £2.929m at outturn. In accordance with Cabinet approval it is proposed that this resource is utilised to provide for specific transitional costs which are arising in 2011/2012 linked to the achievement of 2011/12 budget reductions.

## Delegated Budget Surpluses

3.4.2 After taking into account the above the table below sets out a summary of the delegated budget surplus position for each Portfolio.

### Summary of Delegated Surpluses

Portfolio	Cumulative Surplus at 31 <sup>st</sup> March 2011+ £000
Leader and Deputy Leader	5
Resources	294
Children and Learning City	41
Prosperous City	3,234
Healthy City	1,756
Safer City and Culture	714
Attractive and Inclusive City	951
Sustainable Communities	256
Responsive Local Services and Customer Care	2,722
<b>Total</b>	<b>9,973</b>

+ after use of surpluses, and transfers between Portfolios

Cabinet Portfolio holders have been briefed on the variations which have resulted in a net increase in delegated budget surpluses of £0.053 million between March 2010 and March 2011.

Of the total delegated budget surplus as at 31<sup>st</sup> March 2011, £5.761 million is ring fenced to two areas and is proposed to be carried forward to 2011/2012 as ringfenced delegated budget surpluses for purposes previously approved:

- £2.642 million in respect of the Strategic Initiatives Budget, which includes previously approved Area Committee budget provisions carried forward;
- £3.119 million Working Neighbourhoods Funding. The balance relates to allocations of funding for use in 2011/2012 to meet commitments in relation to implementing the Working Neighbourhoods Strategy and in particular the transition to the new arrangements as previously approved.

The remaining £4.212 million represents 2.4% of delegated budgets and is all earmarked for specific uses following the rigorous review of commitments set out in paragraph 3.4.1. Where surpluses are proposed to be used for purposes other than in the area of under spend, approval to virement will be sought in accordance with the constitution with amounts above £55,000 reported to Cabinet for approval. Commitments will be kept under review in the light of budget challenges in 2011/2012 .

## **Delegated Budgets - Major Variances**

- 3.4.3 Details of major variances for each Service, which have led to this outturn position are set out at Appendix C. The following summarises in general terms the key areas of service pressure that have impacted on the final outturn position which have all been reported as part of budget monitoring reports to Cabinet during the year;

### **Economic Downturn**

Reduced levels of income have been experienced as a result of the economic downturn in areas such as Industrial Units, Surveying Services, Development and Building Control, Land Charges, Leisure Services and the Port. Specific earmarked resources have been used to support activity during the economic downturn and utilised to address this position at outturn. The ongoing position was taken into account in setting the budget for 2011/2012. Mitigating management actions continue to have a positive impact on the position including the new and developing commercial opportunities at the Port.

### **Children's Social Care**

As reported throughout the year, the Children's Social Care budgets continue to experience significant financial pressure in respect of safeguarding services due to the number of referrals and the assessed need for external placements. The outturn position has enabled those pressures to be contained within earmarked reserves. The ongoing position has been addressed in setting the 2011/2012 budget and strategies are in place to reduce these pressures over the medium term.

### **Winter Maintenance**

As reported at the third review stage in order to respond appropriately to the severe weather conditions at the end of November and into December 2010 additional service costs were incurred. Various measures were put in place to mitigate the costs incurred. The final call on central resources for 2010/2011 is £0.805m. The Director of City Services in conjunction with the Portfolio holder for Attractive and Inclusive City is considering further measures to mitigate future winter maintenance costs. However, at this stage it is considered prudent to provide for a reserve to support any potential requirement in 2011/2012. The ongoing requirement will also be considered as part of Medium Term Budget Planning.



## **Non Delegated and Contingencies - Summary Outturn Position 2010/2011**

3.5 Following the various transfers from contingencies, use of delegated surpluses referred to above and a further analysis of commitments against reserves, the outturn position for 2010/2011 has resulted in an underspending of £4.458 million which arises from the following;

- £1.873 million additional debt charge and interest on investment savings primarily as a result of re-profiling capital expenditure, debt restructuring activity in light of market conditions and rate of return on investments through robust and focused treasury management activity ;
- £0.835 million additional one off income in respect of successful applications for VAT refunds and additional grant income achieved after the preparation of the Revised Estimate 2010/2011 was approved by Cabinet in February 2011
- £0.818 million in respect of savings arising on waste disposal costs as a result of a reduction in volumes sent to landfill and savings on preparatory costs for the new strategic waste contract;
- £0.405 million in respect of repayment of temporary financing in respect of Rainton Bridge Industrial estate .
- £0.325 as a result of the review of existing specific reserves and the likely need to call on those reserves in the future
- additional costs of £0.805 million in respect of winter maintenance following the severe winter conditions;
- Other net savings in contingencies and non delegated expenditure of £1.007 million primarily in respect of pay provisions not required.

### **Proposals for Reserves and Provisions**

3.6 From the £4.458 million underspendings identified in 3.5 it is proposed to:

- Create a service pressures reserve of £1.0 million to support potential winter maintenance pressures and continued uncertainties arising as a result of the economic downturn for 2011/2012,
- Create a development reserve of £1.5m to support initial activities regarding potential commercial and economic development opportunities which will in turn lead to improved outcomes for the city and future revenue cost containment, and
- In accordance with the approval by January Cabinet, transfer the residual sum of £1.958 million to the strategic investment reserve to support one off transitional costs arising from the implementation of budget savings proposals in 2011/2012.

#### **4. General Fund Balances and Major Reserves**

- 4.1 After taking account of the proposed use of balances set out above projected uncommitted general fund balances are £7.570 million after taking account of commitments in 2011/2012.
- 4.2 A full Statement of General Fund Balances and Major Reserves is set out at Appendix D together with supporting background information.
- 4.3 A review of reserves and provisions has been completed to reflect and ensure compliance with the Statement of Recommended Accounting Practice.

#### **5. First Revenue Budget and Trading Services Review 2011/2012**

##### **Contingency and Reserve Transfers**

- 5.1 A full review has been undertaken for each service and full details of all proposed contingency transfers are set out at Appendix E.

##### **Budget Transfers**

- 5.2 Proposals for budget transfers relate to :
- transfer of Directorate responsibilities between Portfolios where these have been agreed in consultation with Portfolio holders;
  - Additional management action savings of £440,362 arising in relation to implementation of flexible working arrangements. These savings will be utilised to support the transitional costs which are arising in 2011/2012.

##### **Revenue Budget Monitoring First Review**

###### **Budget Savings and Transitional Costs 2011/2012**

- 5.3 The budget process for 2011/2012 took account of the requirement for reductions in expenditure of £57.9 million. Progress in implementing the proposals is being rigorously monitored by Directors in conjunction with Portfolio holders. Monthly monitoring of the budget is being carried out at an enhanced level to ensure the position is understood early and actions put in place to mitigate any impact. In addition as outlined to Cabinet in February, Directors in conjunction with Portfolio holders are consulting on the detailed impact of proposals as part of the implementation process. This approach accords with Sunderland Way of Working principles.

In overall terms progress is positive with some delay in a small number of areas and alternative actions already in train to address any shortfall either on a permanent basis or through one off resources. In overall terms at this early stage the position is summarised as follows:

- £22.8m of the savings have been fully realised £5.001m relates to contributions from one-off sources such as directorate balances, reserves and capital allocations with the remaining £13.708m relates to cessation of activity, principally in response to reductions in grant, including in respect of the Working Neighbourhoods Fund.
- £26.6m of reductions are not yet scheduled for full implementation and good progress has been made in these areas with action plans developed, responsibilities assigned and timescales identified. At this stage therefore it is not anticipated that this will impact on the overall financial position of the Council as the full year saving is still anticipated although it is imperative that these reductions are driven through to implementations in line with agreed timescales. Many of the proposals are reliant on the implementation of staffing structures which are in the process of being populated following approval of new structures by Personnel Committee and Cabinet.
- The balance of £8.5million is in respect of areas where delays and issues are being encountered and where corrective actions are being pursued to address the position which will be reported at the next review:
  - £2.8million in respect of proposals that have staffing implications which will largely be managed through SWITCH.
  - £5.7 million of savings for which either alternative savings have been identified, one off funding earmarked or further work is progressing to minimise any potential further need for transitional funding
    - § £1.3m in respect of estimated timescales for implementing changes to Children's services to be delivered on a locality basis, which allows for full consultation of the changes as part of implementation planning. The savings will be fully delivered in 2012/2013. The new retained organisation structures approved by Personnel and Cabinet will deliver additional savings in this year that compensate for this impact.
    - § £4.4m in respect implementing adult social care modernisation plans. In order to provide the necessary savings from the plans investment in alternative services to give improved outcomes to clients is being put in place. In addition discussions are underway with providers in order to finalise arrangements. It is anticipated that additional Health funding will be utilised to support some transitional costs arising from any delays in achieving the full value of savings in 2010/2011 and the position will be updated at the second review stage.

5.4 As reported as part of the budget setting process transitional costs are arising in 2011/2012 as the organisation moves to the revised Sunderland Way of Working operational arrangements. Budget provision was provided to meet the costs of SWITCH. Implementation plans are being closely monitored although they are still in their early stages, and updates will be provided as part of ongoing revenue budget monitoring.

## 5.5 Schools

In accordance with schools consideration of their budgets for 2011/2012 an increase of ten pence in the price of a school meal in both primary and secondary schools to £1.80 and £1.90 respectively is to be introduced from September 2011.

The decision to increase the price of a meal for the first time since 2008 was taken by the School's Forum in response to reductions in Dedicated Schools grant and other grant funding to support schools. The price of a school meal in Sunderland still remains amongst the lowest in the region and across the country.

## Other

- 5.6 The ongoing impact of issues arising from the 2010/2011 outturn position are set out as part of the outturn position at Appendix C. There are no further issues to draw to Members attention at this time.

## Funding 2011/2012 - Update

### Community Safety Funding

- 5.7 Following the budget setting process the Council was notified of its allocation of the Home Office Community Safety Fund for 2011/2012. The notifications received advise of a £79,000 (20%) reduction for 2011/2012 and a further £155,000 (40%) reduction for 2012/2013. In accordance with the 2011/2012 Budget Planning Framework, these grant reductions will be passported to the related services who are developing proposals for consultation which minimise the impact on service delivery.

### Health Funding

- 5.7 The Council has received an additional £2.339m in 2011/2012 from Health in respect of services which contribute to early intervention and prevention services. This will include existing and new services such as Telecare, community directed prevention (including falls prevention), reablement, community equipment and adaptations and crisis response services. This resource will be used to both support the savings requirement in 2011/2012 and invest in areas that will support the delivery of the 15 year modernisation plan.

## 6. Reasons for Decision

- 6.1 To report on the outturn position compared to the budget for 2010/2011 and respond to variations in expenditure and income which have arisen in 2011/2012.

## 7. Alternative Options

- 7.1 No alternative options are proposed.

**Cabinet Meeting - 22nd June 2011  
Variations Necessitating Contingency Transfers 2010/2011**

<b>Portfolio</b>	<b>Justification / Approval</b>	<b>2010/2011 £</b>
<b>Leader and Deputy Leader</b>		
Leadership Programme	General Provision	20,636
City Centre Quick Wins	RCCO	125,730
Improvement Programme	Specific Provision	1,685,927
Annual Report	Specific Provision	8,518
Inward Investment – International Strategy	Specific Provision	43,000
Service Review	Specific Provision	82,248
Members ICT	Specific Provision	50,000
<b>Resources</b>		
Salix energy project savings	General Provision	(19,309)
Graduate trainees	Specific Provision	30,234
Service Transformation and Training	Specific Provision	111,523
SRM Project Work	Specific Provision	12,850
Featurenet Costs	Specific Provision	82,000
Council Tax – Single Persons Discount	General Provision	29,805
Counsel Fees	General Provision	118,054
Union Facility Time	Specific Provision	115,162
Utilities price increase	Specific Provision	244,060
Economic Downturn – Rents	Specific Provision	137,726
Economic Downturn - Surveying Services	Specific Provision	47,672
Economic Downturn - Land Charges	General Provision	44,000
Business Improvement Programme	Specific Provision	100,970
<b>Children and Learning City</b>		
Hendon Old Orphanage – security costs	Specific Provision	36,910
Counsel Fees	General Provision	138,525
Safeguarding – Agency costs	General Provision	133,970
<b>Prosperous City</b>		
Economic Downturn – Evolve Rents	Specific Provision	117,533
Economic Downturn - Planning and Development Control	Specific Provision	94,627

**Cabinet Meeting - 22nd June 2011**  
**Variations Necessitating Contingency Transfers 2010/2011**

<b>Portfolio</b>	<b>Justification / Approval</b>	<b>2010/2011</b> <b>£</b>
Planning Appeals	General Provision	86,280
Utilities price increase	Specific Provision	14,383
Sunniside Partnership	Specific Provision	30,000
City Centre Quick Wins	RCCO	67,922
<b>Safer City and Culture</b>		
World Heritage	Specific Provision	73,383
Seafront Toilets	Specific Provision	9,552
Strategic Investment Plan – Enforcement Officers	Specific Provision	107,300
Counsel Fees	General Provision	1,240
Coroner	General Provision	148,287
Utilities price increase	Specific Provision	1,368
City Cente Quick Wins	RCCO	268,947
<b>Attractive and Inclusive City</b>		
Recycling - Vehicle Leasing	Specific Provision	93,744
New Adoptions	Specific Provision	45,456
Strategic Investment Plan - Fly Tipping / Park Security	Specific Provision	100,000
Transport and Engineering	Specific Provision	600,000
Utilities price increase	Specific Provision	124,968
Tavistock Car Park Closure – Loss of Income	Specific Provision	28,000
Economic Downturn - Car Parking	Specific Provision	136,034
Southwick Sports Hall	Specific Provision	35,948
Community Sports Facilities	Specific Provision	42,186
Free Swimming	Specific Provision	169,000
Counsel Fees	General Provision	16,410
Strategic Investment Plan - Improving Cycle Paths	Specific Provision	50,000
Fuel	Specific Provision	238,000
Play Park Strategy	Specific Provision	(47,000)
City Centre Quick Wins	Specific Provision	63,282
<b>Sustainable Communities</b>		
Waste Management Partnership	Specific Provision	728,498
Utilities price increase	Specific Provision	54,078
Household Waste Recycling Centre - Recycling Promotion	Specific Provision	51,078

Strategic Investment Plan - Recycling Bring Sites	Specific Provision	50,000
Nightwatchman Energy Saving Software	Specific Provision	8,704
Strategic Investment Reserve	Specific Provision	2,500,000
		<b>9,489,419</b>
<b>Transfer to Reserves in respect of Commitments</b>		
Improvement Programme invest to save one off spending to secure future revenue savings		2,284,746
Warm Homes Initiative		50,000
Customer Services Centre Refurbishment		150,000
Property Rationalisation		250,000
Utilities price increases		1,043,000
		<b>3,777,746</b>
<b>Total</b>		<b>13,267,165</b>

**Cabinet Meeting 22nd June 2011  
Virements over £55,000 for the Final Quarter 2010/2011**

	<b>Transfer From £000</b>	<b>Transfer To £000</b>
General Balances	4,458	
Reserve for pressures arising in respect of winter maintenance and the economic downturn		1,000
Reserve to support potential commercial and economic development activities		1,500
Transfer to Strategic Investment Reserve to support pressures in respect of Transitional Arrangements		1,958
<b>TOTAL</b>	<b>4,458</b>	<b>4,458</b>



## Cabinet Meeting 22nd June 2011

## Major Variations 2010/2011

Where the issues which were identified during 2010/2011 continue into 2011/2012 the impact is referred to below

All portfolio outturn positions are shown net of savings achieved from vacancy management actions, which have been captured as a corporate saving as referred to in paragraph 3.4.1 of the main report.

**Leader and Deputy Leader**

The Portfolio has achieved a balanced budget position after taking account of £127,000 vacancy management savings. There are no issues to draw to Members attention.

**Resources**

The Portfolio's expenditure was £41,000 below its delegated budget after taking account of £347,000 vacancy management savings. The surplus is earmarked for specific purposes and commitments into 2011/2012.

The following areas are drawn to Members attention:

- **Economic Downturn**  
As previously reported to Cabinet, Legal Services, Industrial units and Surveying Services continue to be affected by the impact of the economic downturn on income levels achieved. The net shortfall of £229,000 in 2010/2011 has been met from the specific economic downturn contingency provision. The potential impact into 2011/2012 was taken into account in setting the contingencies provision for 2011/2012.
- **Port**  
As previously reported, the Port continues to be affected by the global economic downturn producing difficult trading conditions and resulting in reduced income levels being experienced with a shortfall of £809,000 in 2010/2011. This has been met from specific provision set aside at the outturn for 2009/2010. The potential ongoing impact into 2011/2012 was taken into account in the budget setting process.

The overall insurance reserve requirement has been bolstered to recognise the risk associated with increased activity at the Port. The reserve now stands at £262,000. In addition it is proposed additional general resources are earmarked to support health and safety risk management activity at the Port amounting to £285,000 and the use of this resource is reported as part of the first review of the capital programme for 2011/2012 elsewhere on the agenda.

- **City Print**  
2010/2011 has proved a difficult trading year for the Design and Print service which has seen a shortfall in income as all parts of the council have made efficiencies, introduced cost containment measures and subsequently reduced their demand for printed materials. There has also been a decline in external business coming in to the section with external clients subject to similar reductions in their own businesses.

The service has been subject to an initial review and has achieved savings as part of the Strategic and Shared Services Communications review. However a full service review is now in progress which will consider the ongoing decline in printed materials and continuing reduction of income ( both internal and external). This review will make recommendations for the future design and delivery of this service.

### **Children and Learning City**

The Portfolio has a surplus of £34,000 after taking account of £745,000 vacancy management savings and additional income. The surplus relates to the School Meals Client service and has been earmarked for investment in the school meals service.

As reported throughout the year, the Portfolio is experiencing significant financial pressure in the following areas;

- **External Placements**  
This budget area continues to be volatile due to the uncertainty regarding the level of placements in any given year. The ongoing uncertainty was recognised at the 2009/2010 outturn stage with the earmarking of specific reserves to address the position in 2010/2011. The outturn position is a budget shortfall of £1.452m, which can be contained within these earmarked reserves. The implementation of the Foster Care Recruitment and Retention Strategy will build Sunderland's capacity to provide placements for children within Sunderland and assist in addressing the ongoing position.
- **Case Management**  
A high number of referrals combined with challenges in the recruitment and retention of social workers, continue to place financial pressures on Safeguarding Case Management. In order to respond to these additional safeguarding needs, additional and more costly agency workers have been recruited, pending the full benefits of the Recruitment and Retention strategy being realised. The budget shortfall arising in 2010/2011 of £1.034m has been be contained within earmarked reserves.

The 2011/2012 budget planning framework has provided additional funding for external placements and social workers to address these long term issues in conjunction with the recruitment and retention strategy.

## **Prosperous City**

The Portfolio is £1,786,000 below its delegated budget after taking account of £90,000 vacancy management savings. The following is drawn to Members attention:

- Working Neighbourhoods  
The portfolio delegated underspend of £1,786,000 relates to Working Neighbourhoods funding which will be utilised in 2011/2012 to complete the Working Neighbourhoods Strategy activity programme.
- Development Control and Building Control  
As previously reported to Cabinet, Development Control and Building Control continue to be affected by the impact of the economic downturn on income levels achieved. The net shortfall of £95,000 in 2010/2011 has been met from the specific economic downturn contingency provision. The potential impact into 2011/2012 was taken into account in setting the contingencies provision for 2011/2012.
- E-Volve  
As reported at the third revenue review a prime tenant vacated the building at the end of October 2010 resulting in a shortfall in income of £117,000 which has been met from the specific economic downturn contingency. There has been some success in attracting new tenants and the remaining space continues to be actively marketed. The potential impact into 2011/2012 was taken into account in setting the contingencies provision for 2011/2012.

## **Healthy City**

The Portfolio is £684,000 below its delegated budget after taking account of £559,000 vacancy management savings. The surplus is earmarked for commitments and service demands into 2011/2012. The following areas are drawn to Members attention:

- Residential / Nursing Care and Community Living Schemes  
The service are has a net underspend of £432,000
  - Residential and Nursing for Older People is £878,000 below its delegated budget due to a reduction in placements and additional income.
  - Residential and Nursing for Disability Services has exceeded its budget by £230,000 which is consistent with national and local trends where additional demand is being placed on the service in particular in relation to those with complex needs due to carer breakdown and the numbers transitioning from Children's Services.
  - Mental Health Residential and Nursing service has exceeded its budget by £216,000 reflecting the increased number of clients being discharged from hospital.

Current levels of demand have been taken into account in setting the 2011/2012 budget.

- **Independent Home Care**  
Demand for Independent Home Care services has increased in line with Government and Council policy to allow more people to live at home for longer, including those with complex needs, should they choose to do so. This has resulted in the service exceeding its budget by £390,000. The 2011/2012 budget takes into account the current level of demand however the position will continue to be closely monitored.
- **Community Support**  
Community Support services exceeded its budget by £236,000 reflecting Council policy to support more clients in the community and prevent / delay the need for residential and nursing care. The budget for 2011/2012 has been re-aligned to address the impact of the additional demand.
- **Health Service Income**  
Additional income for the Teaching Primary Care Trust of £1,575,170 was secured in the final quarter of 2010/2011 to facilitate joint working on health gain, post-hospital discharge support, re-ablement services and intermediate care services.
- **Service Pressures**  
A sum of £1.047m has been set aside from net savings across the Portfolio to meet future potential service pressures which are anticipated as a result of projected timing delays in implementing 2011/2012 efficiency saving targets.
- **Pooled Budgets**  
Pooled budgets surpluses of £228,000 are ringfenced to meet service demands in 2011/2012:
  - Learning Disabilities Difficult to Place Clients had an overall surplus of £191,000 of which Health Housing and Adult Services share is £75,000, as result of more cost effective accommodation solutions.
  - Intermediate Care Services had an overall surplus of £37,000 of which Health Housing and Adult Services share is £21,000. The surplus has been carried forward into 2011/2012 and will be re-invested within the service to facilitate hospital discharges and to prevent hospital admissions.

The Community Equipment Service pooled budget had a deficit of £103,000 of which Health Housing and Adult Service share is £45,000 which has been contained within the overall Directorate position for 2010/2011. Provision for increased demand has been provided for within the 2011/2012 budget.

### **Safer City and Culture**

The Portfolio net expenditure was £199,000 below its delegated budget after taking account of £404,000 vacancy management savings. The surplus is earmarked for specific purposes in 2011/2012.

The following areas are drawn to Members attention:

- **Empire Theatre**  
The Empire Theatre is £83,000 below its delegated budget as a result of additional contributions received from the Ambassador Theatre Group, towards the cost of maintenance. The ongoing position has been taken into account in setting the 2011/2012 budget.
- **Taxi Licensing**  
The service is £35,000 below its delegated budget as a result of additional income generated. These monies are ring-fenced, by virtue of the requirement of Section 70 Local Government (Miscellaneous Provisions) Act 1976, which requires that fees charged by local authorities for licences are sufficient to cover the inspection, supervision and administrative costs of its taxi licensing service. The balance of ring fenced surplus at 31<sup>st</sup> March 2011 is £139,000. Options in respect of this surplus will be put to the Licensing Committee for consideration.
- **Coroner**  
The Coroner service was £148,000 over its delegated budget, as a result of the continued high level of reportable deaths, as experienced in previous years with associated increased costs in relation to mortuary fees, body removal expenses and hire of suitable premises to hold long inquests. A transfer from contingencies has been made to cover the deficit. An interim solution, in respect of the hire of suitable premises for long inquests, has been negotiated, at a reduced rate, which will allow further investigation in relation to other alternative possible venues to be completed.
- **Drug and Alcohol and Anti Social Behaviour**  
These services were £30,000 below their delegated budget in arising from a planned underspend in running costs which is required to meet commitments into 2011/2012.
- **Safer Communities**  
Safer Communities was £36,000 below its delegated budget and it is proposed this is ringfenced to assist in mitigating the impact of reductions in Home Office Safer Communities funding which have been notified for 2011/2012 and 2012/2013.

The balance of the Local Innovation Award Scheme grant funding of £358,000 has been earmarked in a reserve to fund projects in future years.

### **Attractive and Inclusive**

The Portfolio's net expenditure was £67,000 below its delegated budget at the end of 2010/2011 and this has been earmarked for commitments into 2011/2012. The following is drawn to Members attention:

- **Leisure Management**  
This service area has been affected by a number of pressures during this financial year, including the impact on income of the economic downturn and withdrawal of the Government Free Swim grant from 1<sup>st</sup> August 2010. These pressures have been met from brought forward Directorate delegated surpluses and specific contingencies provided as part of the 2010/2011 budget setting process, together

with a range of management actions. The ongoing impact into 2011/2012, has been provided for as part of the budget setting process.

- **Parking Services**  
The car parking service continued to experience a downturn in income during 2010/2011, similar to previous years, resulting in a shortfall of income of £141,000. This shortfall has been met from the 2010/2011 contingencies provision for economic downturn. The ongoing impact into 2011/2012 has been provided for as part of the budget setting process.
- **Young Peoples Play and Urban Games**  
Young Peoples Play and Urban Games was £67,000 below its delegated budget due to extended consultations with residents around individual schemes, resulting in some works being delayed into 2011/2012 financial year. Delegated surpluses have been earmarked to fund these works in 2011/2012.
- **Winter Maintenance**  
Members will be aware of the severe weather conditions during late November/early December 2010. The Street Scene service responded to this in a similar manner to 2009/2010, by utilising all available resources to ensure that the City was best served throughout the severe weather conditions resulting in an additional cost of £805,000, which has been met from the overall Council resource position.

### **Sustainable Communities**

The Portfolio's net expenditure was £114,000 below its delegated budget after taking account of £63,000 vacancy management savings.

The delegated surplus has arisen due to an underspend on the Housing Selective Licensing scheme which is a 5 year project funded from New Deal for Communities funding and fee income from licences. This balance is therefore ringfenced in delegated surpluses to fund the project into future years.

### **Responsive Local Services and Customer Care**

The Portfolio's net expenditure was £141,000 below its delegated budget after taking account of £65,000 vacancy management savings. This delegated surplus is ringfenced for specific purposes in 2011/2012.

The following areas main areas are drawn to Members attention:

- **Community Development**  
Savings of £66,000 have arisen during 2010/2011 in relation to a number of areas within the budget contractual arrangements and the ongoing position has been taken into account in setting the 2011/2012 budget.
- **Customer Services Network**  
Savings of £49,000 have arisen following planned cost containment measures in the final quarter of 2010/2011 in order to fund known budget pressures which are being managed out during 2011/2012. Delegated surpluses have been ring-fenced in order to assist in meeting these pressures during this transitional period.

- Strategic Initiatives Budget  
The Strategic Initiatives Budget expenditure was £27,000 below its delegated budget and has been added to the ring fenced delegated surplus resulting in a balance carried forward at 31<sup>st</sup> March 2011 of £2.642m.

Cabinet Meeting 22<sup>nd</sup> June 2011

## Statement of General Fund Balances

	£000	£000
<b>Revised Estimate of Balances as at 31st March 2011</b>		<b>12,419</b>
<b>Additions / Variations to Revised Estimate Balances</b>		
Unutilised Contingencies and non delegated budgets		4,458
Transfer to Earmarked Reserves		
Service Pressures Reserve	(1,000)	
Development Reserve	(1,500)	
Strategic Investment Reserve	(1,958)	(4,458)
<b>Balances 31st March 2011</b>		<b>12,419</b>
<b>Use of Balances 2011/2012</b>		
Contribution to Revenue Budget		(4,849)
<b>Estimated Balances 31<sup>st</sup> March 2012</b>		<b>7,570</b>



## Cabinet Meeting 22nd June 2011

## Major Earmarked Reserves - Position Statement

Title and Purpose of Earmarked Reserve	Opening Balance 1/4/2010 £'000	Movement during 2010/2011 £'000	Closing Balance 31/3/2011 £'000
<b>Strategic Investment Reserve</b> A reserve established with the proceeds of the Housing Stock Transfer and Airport Share Sale to address some of the Council's key developments, strategic priorities and address other major liabilities.	51,186	10,128	61,314
<b>Council Directorates - Delegated Budget Surpluses</b> The Council has approved the operation of a delegated budget scheme in accordance with Financial Procedure Rules which provides specific flexibility in the management of Directorate Budgets, for instance by allowing the carry forward of delegated budget under spend from one financial year to the next. There is a balance held by Directorates at the end of each financial year.	9,920	53	9,973
<b>Schools Delegated Budget Surpluses</b> These are the financial reserves held by schools under the Local Management of Schools/Fair Funding arrangements. The level of un-earmarked balances is limited to 8% for Primary, Nursery and Special Schools and 5% for Secondary Schools in accordance with a detailed scheme, with balances in excess of these thresholds requiring the approval of a licensed surplus application at individual school level. As part of the 2011/2012 Budget Planning with the Schools Forum schools will be allowed to carry forward above the 5% and 8%. This is to encourage in year efficiencies that will support the long term stability of the school.	7,492	598	8,090
<b>Insurance Reserve</b> This reserve has been established to provide for potential claims associated with the housing stock transfer, future claims increases and risk management funds.	5,200	(1,252)	3,948
<b>Street Lighting PFI Smoothing Reserve</b> The reserve was established in order to smooth the financial impact of the Street Lighting PFI contract across the 25 years of the contract life. In the early years of the contract surpluses are achieved as the full level of unitary charge is not incurred until the core investment programme for the installation of the new street lighting and highways signs is completed.	7,448	(384)	7,064
<b>Unutilised RCCO Reserve</b> This reserve consists of unutilised direct revenue financing and is fully earmarked to fund capital projects previously approved.	8,916	(2,422)	6,494
<b>Strategic Investment Plan Reserve</b> A reserve to fund the Council's contribution to its Strategic Investment Plan approved by Council in April, 2008	11,543	(1,706)	9,837

**Cabinet Meeting – 22<sup>nd</sup> June 2011**  
**Variations Necessitating Contingency Transfers 2011/2012**

	<b>Justification / Approval</b>	<b>2010/11 £</b>	<b>Full Year Effect £</b>
<b>Leader</b>			
Contribution to Japan Disaster Fund	General Provision	5,000	5,000
<b>Children and Learning City</b>			
Counsels fees	General Provision	12,067	12,067
<b>Healthy City</b>			
Cherrytree Gardens Extra Care Scheme	Specific Provision	291,000	291,000
<b>Total Contingency Transfers</b>		<b>308,067</b>	<b>308,067</b>

**POLICY REVIEW 2011/12: DRAFT SCOPING REPORT****REPORT OF THE CHIEF EXECUTIVE****1. Purpose of Report**

- 1.1 The purpose of this report is to put forward proposals and seek agreement from Members in relation to the forthcoming policy review into the Council's approach to Self Regulation.

**2. Background**

- 2.1 At the meeting of Management Scrutiny Committee held on 16<sup>th</sup> June 2011, following discussions regarding the Work Programme, the Committee agreed to focus on the development of the Council's approach to self regulation and the role of the council's scrutiny function in supporting self regulation and improvement.

- 2.2 Members will be aware the Coalition Government is committed to replacing the burden of Whitehall oversight and inspection with greater local public transparency and accountability so that councils and other local public bodies can focus on frontline services. The Government has introduced a range of proposals and some of the changes in regulation already announced have included:

- Dismantling of the national performance management framework that covered councils including:
- the abolition of Comprehensive Area Assessment (CAA);
- the end of Local Area Agreements (LAAs);
- abolition of the Place Survey;
- the replacement of the National Indicator Set with a single, comprehensive list of all the data that local government is expected to provide to central Government;
- the end of annual ratings/performance assessments of adult social care and children's services.
- Disbanding of the Audit Commission

- 2.3 There are clear expectations from the government that the scaling back of inspection requires Council's to ensure that they are evidencing and providing assurance to stakeholders that they are delivering on priorities and outcomes. In the absence of significant external regulation and inspection and the government's commitment not to replace one layer of bureaucracy with another, the Local Government (LG) Group put forward proposals for sector-led self regulation and improvement which would be a replacement for the current top down inspectorate led performance management framework.

2.4 'Taking the Lead' (published in February 2011) sets out the LG Group's approach to how self regulation and improvement will work in practice. In doing so, the LG Group stresses that it is not setting out a prescribed system to be adopted by all local authorities recognising that it does not want to replace one burdensome national framework with another. However it does expect councils to take steps to enhance the way they are held accountable locally and to continue to support each other, particularly through the use of peers. The LG Group will provide approaches which will help councils to achieve each of these objectives, as well as ensuring inspection does not "creep back" by keeping an overview of sector performance and the wider regulatory regime.

2.5 Central to the new approach are the following two key principles:

- Local authorities are responsible for their own performance and for leading the delivery of improved outcomes for local people in their area
- Local authorities are accountable to their local communities. Stronger accountability through greater transparency helps local people drive further improvement

2.6 It is anticipated that councils will (where appropriate):

- Encourage resident feedback from a range of channels (e.g. councillor surgeries, surveys, complaints, comments and compliments, and mystery shopping)
- Use social media techniques to gather information
- Use deliberative techniques such as citizens juries and participatory budgeting
- Consult with the public on proposals that affect them
- Publish regular performance information so that the public can understand how well their council is meeting its objectives (e.g. annual report)
- Publish on-line all expenditure in line with national requirements, in a way that the public can understand
- Make use of the role of scrutiny to challenge and improve council and partner services
- Take stock of their own performance to identify areas for improvement and risks
- Make use of opportunities to be challenged by peers
- Seek and welcome support from the sector as and when required
- Develop elected members to fulfil their role in this new environment

2.7 The LG Group will support improvement by making tools available for the sector to use. The key tools available will be free at the point of use and paid for by councils through the RSG top slice. The LG Group's offer is summarised below:

- **Local accountability tools:** The LG Group will work with councils to develop tools to help them focus on enhancing the way they are locally accountable to citizens and communities.
- **Peer challenge:** The LG Group will offer a free of charge, peer challenge to all councils between April 2011 and March 2014. In addition, the LG Group will continue to offer shorter, sharper more subject-specific challenges. The price for these will be kept to a minimum.
- **Peer support:** The LG Group will offer up to five days of free member peer support for all councils undergoing a change of control. Experience shows that providing member peer support to a new political administration in a timely manner is welcomed and of great benefit to councils.
- **Knowledge hub:** The LG Group will invest (on behalf of the sector) in a new web-based service that will create a single window to improvement in local government. This will enable councils to learn from each other, who would otherwise find it difficult to find the time or find the right information. The Knowledge Hub will be a free service for the sector.
- **Data and transparency:** The LG Group will create a free of charge place within the Knowledge Hub for individual councils to lodge and access data in an open source environment to help them to understand their own performance and productivity, and act as a spur to optimise outcomes.
- **Leadership support:** The LG Group will continue to provide development support for political and managerial leaders.
- **Learning and support networks:** The LG Group will support networks of officers and councillors at national and sub-national levels, working with other sub-national groupings of councils and the relevant professional associations, to share good practice and to provide timely support.

2.8 This is a new and emerging national agenda which only came into effect in April 2011, and a number of the national tools are still at the development stage. Members will also be aware that the council already has in place a range of mechanisms and systems which support local transparency and accountability and it is proposed that as part of the Council's aim for continuous improvement the systems already in place will be further developed and be the subject of further reports and presentations to members.

2.9 However the offer does not tell councils what they should deliver or how it should be done. Instead, it is designed to help councils improve local accountability in ways which are most appropriate to them. One of the primary purposes of the review is therefore to raise Management Scrutiny Committee's awareness of this emerging agenda and how the current arrangements already in place across the council support achievement of self regulation and improvement. Members may wish to focus on one particular area identified in paragraph 2.6 or review the wider aspects of self regulation.

2.10 Effective scrutiny is a key component in supporting greater transparency and local accountability. By undertaking the review the Committee will also provide the opportunity to consider and shape how scrutiny supports self regulation within the council.

### **3. The Scrutiny Review Process**

3.1 Scrutiny reviews will carry out a number of stages in undertaking and completing a review. The stages broadly are:

**Stage 1 Scope**                      The initial stage of the review identifies the background, issues, potential outcomes and timetable for the review.

**Stage 2 Investigate**              The Committee gathers evidence using a variety of tools and techniques and arranges visits where appropriate.

**Stage 3 Analyse**                    The key trends and issues are highlighted from the evidence gathered by the Committee.

**Stage 4 Clarify**                    The Committee discusses and identifies the principal messages of the review from the work undertaken.

**Stage 5 Recommend**              The Committee formulates and agrees realistic recommendations.

**Stage 6 Report**                    Draft and final reports are prepared based on the evidence, findings and recommendations.

**Stage 7 Monitor**                    The Committee monitors recommendations on a regularly agreed basis.

### **4. Overall Aim of the Scrutiny Policy Review**

4.1 To look at the appropriateness and effectiveness of the Council's self regulation framework, and in particular how the scrutiny function can contribute to performance improvement.

### **5. Proposed Terms of Reference for the Scrutiny Policy Review**

5.1 The following Terms of Reference for the policy review are proposed:-

(a) To understand the emerging self regulation agenda and how the council is responding ;

- (b) To look at the role of scrutiny in the Council's self regulation framework;
- (c) To consider what techniques the Council could use to provide accountability to, and engagement with the public and local communities in performance management issues, and;
- (d) To look at examples of good practice from across the region and country in relation to the policy review.

## **6. Potential Areas of Enquiry and Sources of Evidence**

6.1 The Scrutiny Committee can invite a variety of people, key stakeholders and interested parties to provide written or oral evidence in order that a balanced and focused range of recommendations can be formulated. A list of potential witnesses, though not exhaustive, is included for Members information:

- (a) Relevant Cabinet Portfolio Holders;
- (b) Head of Performance Improvement;
- (c) Associate Lead for Performance and Improvement;
- (d) Head of Scrutiny and Area Arrangements;
- (e) The Local Government Group;
- (f) Centre for Public Scrutiny;
- (g) Members of the Public; and,
- (h) Local Authorities and/or organisations of good practice.

6.2 Community engagement plays a crucial role in the scrutiny process. Consideration will be given to how involvement can be structured in a way that the Committee encourages views of the public and wider community.

6.3 In addition, diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. As such the views of local diversity groups will be sought throughout the inquiry where felt appropriate and time allows.

## **7. Funding from the Dedicated Overview and Scrutiny Budget**

7.1 Consideration has been given, through the background research for this scoping report of the need to use funding from the committee's dedicated Overview and Scrutiny budget to aid Members in their enquiry.

7.2 At this stage it is suggested that funding may be necessary to support the following activities:

- (a) Key witnesses;
- (b) Engagement with voluntary and statutory organisations;
- (c) General publicity;
- (d) Visits (as necessary) to deliver effective scrutiny; and
- (e) Task and Finish activities.

## **8. Proposed Timetable of the Scrutiny Investigation**

8.1 The following scheduled meetings will include evidence gathering for the study:

Setting the Scene - September 2011

Evidence Gathering – September 2011 to January 2012

Consideration of Draft Final Report - February 2012

Consideration of Final Report by the Scrutiny Committee – March 2012

Consideration of Final Report by the Cabinet/Council- June 2012

(tentative date)

8.2 Additional working group meetings may be required to complete the evidence gathering.

## **9. Recommendations**

9.1 Members are recommended to discuss and agree the scope of the Management Scrutiny Committee's policy review for 2011/12 as outlined in the report.

## **Background Papers**

Taking the Lead: Self Regulation and Improvement in Local Government – Local Government Group

Taking the Lead – EMT Report

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**POLICY REVIEW 2011/12: DRAFT SCOPING REPORT****REPORT OF THE CHIEF EXECUTIVE****1. Purpose of Report**

- 1.1 The purpose of this report is to put forward proposals and seek the views of Members on the potential for a mini policy review into the effects of illegal loan sharks and moneylenders on local communities.

**2. Background**

- 2.1 At a meeting of the Cabinet held on 22<sup>nd</sup> June 2011 a report was submitted requesting approval for Sunderland City Council to authorise Birmingham City Council to investigate and institute legal proceedings under Part III of the Consumer Credit Act 1974 against illegal moneylenders. Following discussions within the Cabinet meeting it was suggested that this would be an interesting topic for the scrutiny function to investigate, with a particular focus on the effect of loan sharks and illegal moneylenders on local communities.

- 2.2 It is with this suggestion in mind that a further scoping paper has been prepared and submitted to the Management Scrutiny Committee, which outlines to Members the potential way such a review could be conducted. It is, of course, ultimately the decision of this committee if it wishes to conduct such an investigation.

- 2.3 There are four types of lender available to the general public, and these are as follows:

- Legal loan operators who openly offer short term loans for APRs of over 2500%(also known as high cost consumer credit);
- Banks and similar institutions that require security and huge amounts of assurity that the lender is a safe risk;
- Credit Unions, and;
- Illegal loan businesses who charge massively high interest rates, use threatening behaviour and a never ending pay back plan.

- 2.4 Statistics related to the victims of loan sharks builds a profile of the types of people who often can fall victim to such operations:

- 65% are female;

- 75% are on benefits;
- 82% are without home contents insurance;
- 75% live in rented accommodation;
- 12% are home owners (an emerging trend);
- 56% live in social housing and 19% in private rented;
- 63% are unemployed, and;
- 18% are self employed.

2.5 It should be noted that 70% of the people that use loan sharks need to purchase something essential for everyday life with the other 30% having some kind of addiction including gambling, alcohol or drug dependency. Also in looking at statistics it is interesting at this point to note some of the underlying reasons why people have used loan sharks and how they have come into contact with them:

- 78% found the loan shark through a friend;
- 46% had borrowed before;
- 44% knew the loan shark before borrowing;
- 46% tried to borrow elsewhere first;
- 66% had other debts (average £7k+);
- 28% had had other benefits check, and;
- 46% considered the loan shark a friend.

2.6 As highlighted the majority of people using moneylenders are in receipt of income support or benefits and are introduced through word of mouth. In investigations conducted by Birmingham City Council it has been established that moneylenders often resort to intimidation and violence in order to secure payment. Other common traits include: adding indiscriminate charges, targeting single mothers and seeking payment through sexual favours.

2.7 Illegal moneylenders often use victims of money lending to assist them with maintaining their criminal lifestyle and anonymity. This can be through registering vehicles and establishing accounts at a clients address.

2.8 Anecdotal evidence also suggests that illegal moneylenders have an impact on the wider community in which they operate, with victims resorting to petty criminal activities in order to meet payments.

2.09 The key driver for the review will be the effect that moneylenders and illegal loan sharks have on local people and the wider communities in which they live, as discussed at the Cabinet meeting held on 22<sup>nd</sup> June 2011.

### **3. The Scrutiny Review Process**

3.1 Scrutiny reviews will carry out a number of stages in undertaking and completing a review. The stages broadly are:

<b>Stage 1 Scope</b>	The initial stage of the review identifies the background, issues, potential outcomes and timetable for the review.
<b>Stage 2 Investigate</b>	The Committee gathers evidence using a variety of tools and techniques and arranges visits where appropriate.
<b>Stage 3 Analyse</b>	The key trends and issues are highlighted from the evidence gathered by the Committee.
<b>Stage 4 Clarify</b>	The Committee discusses and identifies the principal messages of the review from the work undertaken.
<b>Stage 5 Recommend</b>	The Committee formulates and agrees realistic recommendations.
<b>Stage 6 Report</b>	Draft and final reports are prepared based on the evidence, findings and recommendations.
<b>Stage 7 Monitor</b>	The Committee monitors recommendations on a regularly agreed basis.

#### **4. Overall Aim of the Scrutiny Policy Review**

- 4.1 To look at the various means by which people borrow money and the effects this can have on their lives and the wider communities in which they live.

#### **5. Proposed Terms of Reference for the Scrutiny Policy Review**

- 5.1 The following Terms of Reference for the policy review are proposed:-
- (a) To identify and understand the types of money lenders available to people living within Sunderland;
  - (b) To investigate and identify the overall levels of debt, the levels of interest charged and some of the selling techniques employed by money lenders;
  - (c) To explore the issues that members of the public face in relation to debt and the impact that money lending can have on individuals and communities as a whole, and;
  - (d) To look at examples of good practice from across the region and country in relation to the policy review.

## **6. Potential Areas of Enquiry and Sources of Evidence**

6.1 The Scrutiny Committee can invite a variety of people, key stakeholders and interested parties to provide written or oral evidence in order that a balanced and focused range of recommendations can be formulated. A list of potential witnesses, though not exhaustive, is included for Members information:

- (a) Relevant Cabinet Portfolio Holders;
- (b) Trading Standards and Licensing Manager;
- (c) Head of Housing;
- (d) Gentoo Housing Group;
- (e) Citizens Advice Bureau;
- (f) Wearside First Credit Union;
- (g) Local Debt Advisors;
- (h) Police;
- (i) Welfare Rights;
- (j) Members of the Public
- (k) Community and Voluntary Groups, and;
- (l) Local Authorities and/or organisations of good practice.

6.2 Community engagement plays a crucial role in the scrutiny process. Consideration will be given to how involvement can be structured in a way that the Committee encourages views of the public and wider community.

6.3 In addition, diversity issues have been considered in the background research for this enquiry under the Equality Standards for Local Government. As such the views of local diversity groups will be sought throughout the inquiry where felt appropriate and time allows.

## **7. Funding from the Dedicated Overview and Scrutiny Budget**

7.1 Consideration has been given, through the background research for this scoping report of the need to use funding from the committee's dedicated Overview and Scrutiny budget to aid Members in their enquiry.

7.2 At this stage it is suggested that funding may be necessary to support the following activities:

- (a) Key witnesses;
- (b) Engagement with voluntary and statutory organisations;
- (c) General publicity;
- (d) Visits (as necessary) to deliver effective scrutiny; and
- (e) Task and Finish activities.

## **8. Proposed Timetable of the Scrutiny Investigation**

8.1 The following scheduled meetings will include evidence gathering for the study:

Setting the Scene - September 2011

Evidence Gathering – September 2011 to January 2012

Consideration of Draft Final Report - February 2012

Consideration of Final Report by the Scrutiny Committee – March 2012

Consideration of Final Report by the Cabinet/Council- June 2012

(tentative date)

8.2 Additional working group meetings may be required to complete the evidence gathering.

## **9. Recommendations**

9.1 Members are recommended to discuss and agree the scope of the Management Scrutiny Committee's policy review for 2011/12 as outlined in the report.

## **Background Papers**

Cabinet Papers – 22 June 2011 (Sunderland City Council)

The Brian Shields Trust – Website

Office of Fair Trading - Website

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**Annual Scrutiny Conference 2011 - Evaluation of Feedback from Delegates**

**Report of the Chief Executive**

**1. Purpose of the Report**

- 1.1 The report summarises the feedback of Members, officers and partners who attended the 4th Annual Scrutiny Conference of 19 May 2011, 5.00-9.00pm at the Crowtree Leisure Centre in Sunderland.

**2. Background**

- 2.1 The scrutiny conference was attended by 91 delegates and the breakdown of attendance was as follows:

45 Members  
21 Officers  
11 Partners  
2 Co-opted Members  
12 Scrutiny and Area Team Staff (table anchors).

32 delegates returned evaluation forms to provide feedback on their conference experience.

**3. Findings**

**3.1 Venue and Facilities**

- 3.1.1 The conference was held in the main hall at Crowtree Leisure Centre. The venue was chosen as it was felt in the current economic climate an internal venue could provide the best value for money.
- 3.1.2 72% of delegates felt that the venue was either good or excellent, which is slightly less than the previous year's figure (when the event was held at the Marriott Hotel). A small number of attendees raised the issue that the lighting in the room was too bright. Background noise was raised as another issue with some delegates having difficulty hearing the speeches and also views and opinions round the Scrutiny Café tables.
- 3.1.3 Other comments provided by delegates included the largeness of the room which was felt to result in a loss of atmosphere, the lack of parking

nearby and the poor accessibility to the room (although it was acknowledged that efforts had been made to assist delegates).

## **3.2 Presentations and Speakers**

3.2.1 Welcome and closing remarks were given by Cllr David Tate, Chair of Management Scrutiny Committee. Speeches were also received from Cllr Harry Trueman, Deputy Leader and Canon Stephen Taylor, Chair of Sunderland Partnership.

3.2.2 97% of delegates regarded the speakers as either excellent or good. Some delegates commented that the presentations were informative and motivating although did not specify which presentation or speech in particular.

## **3.3 Scrutiny DVD**

3.3.1 In keeping with last year's good practice a short DVD was produced demonstrating the key areas of investigation carried out by each of the Scrutiny Committees during 2010/11. The focus of the DVD was the involvement of partners and how they have contributed to the evidence gathering process to deliver better outcomes for the city.

3.3.2 The DVD was highly regarded by delegates with 33% scoring it as excellent and 58% scoring it as good. Only 3 delegates thought it was average or poor. This shows great improvement on the opinions of the previous year's DVD which was considered mainly good to average.

3.3.3 One delegate commented that the DVD did not capture the purpose of the Sustainable Communities policy review very well, which suggests that perhaps more partners could have been included to give a more accurate portrayal.

## **3.4 Scrutiny Cafés**

3.4.1 In response to the excellent feedback from last year's conference it was agreed to continue the use of Scrutiny Cafés rather than breakout sessions. Scrutiny Cafés are based on a model where delegates are encouraged to write their ideas on the tablecloth. The Scrutiny Cafés gave Members, officers and partners the opportunity to share ideas at more than one table, which was considered useful for those who serve on more than one committee.

3.4.2 The majority of respondents regarded the Scrutiny Café sessions as excellent or good. It was felt that writing on the tablecloths was a fun way to share ideas and the issues from the previous year of ink transfers to

clothing and skin were addressed. Delegates found the Scrutiny Cafés to be a great way of capturing a range of ideas and opinions from a variety of stakeholders, however it was noted some tables were better represented than others.

3.4.3 In response to feedback from last year's conference, the Scrutiny Café sessions were extended to give delegates longer to debate and share ideas. However it was felt this was too long and that perhaps 45 minutes per Scrutiny Café session would be a more appropriate length.

3.4.4 Some delegates said they were pleased to be able to contribute to other Scrutiny Café discussions, not just the Scrutiny Committee they represent.

### **3.5 Partner Information Stands**

3.5.1 To complement the theme of the conference on partnership working, partners were invited to bring along information stands to demonstrate to delegates some of their key priorities for the year ahead. Partners in attendance were Sunderland Partnership, Gentoo, Sunderland LINK, Libra, Job Centre Plus, City of Sunderland College, Safer Sunderland Partnership and Sunderland Community Network. Sunderland City Council also displayed stands on the Compact and its involvement with the voluntary and community sector.

3.5.2 There were mixed reviews about the partner stands. Some delegates found them very informative and that more time would have been useful in order for them to visit each one. Whilst others said they did not visit the stands or even notice them. Overall, the majority of respondents felt the partner stands were good.

### **3.6 Catering and Refreshments**

3.6.1 A hot buffet meal was provided on arrival accompanied by tea, coffee and juice. Water was provided on the Scrutiny Café tables and tea and coffee was also available throughout the conference.

3.6.2 The majority of respondents were satisfied with the catering provided, 41% thought it was good and 31% regarded it as average. It was acknowledged however that the service was excellent. There was mixed opinions on the variation of food served, but it was understood that it is difficult to cater to everyone's tastes.

### **3.7 Organisation prior to the event**

3.7.1 Invitations were sent to delegates in January and followed up with a full programme and directions to the venue in early May. A pre-meeting had



been organised at 3.45pm for officers assisting with conference duties and 4.15pm for Members who had been asked to facilitate a Scrutiny Café session. For those who were unable to attend a briefing session an electronic briefing paper was sent to them in advance.

3.7.2 Information about the Scrutiny Conference had also been communicated to new members as part of their inductions.

3.7.3 37% of respondents regarded the preparation prior to the event as excellent and 38% felt it was good. This was an improvement on the previous year's figure. A small minority (8 delegates) felt the advance organisation was average or poor, but did not give reasons why.

3.7.4 One new member felt that more information in advance would have been helpful to them due to being unfamiliar with the Scrutiny process.

### **3.8 Conclusions**

3.8.1 Overall the majority of those who responded regarded the Annual Scrutiny Conference 2011 as excellent (23%) or good (71%).

Most of all delegates enjoyed the Scrutiny Cafés and the opportunity to discuss issues and network with other stakeholders. Partner representation was highly regarded as it gave the opportunity to share knowledge about issues affecting the city. The openness of the discussions was considered helpful by delegates.

The DVD was also considered as a highlight of the conference and was considered a good motivator before breaking out into Scrutiny Café sessions.

3.8.2 The following aspects were given as suggested areas of improvement:

- Better lighting to be provided
- More efforts to reduce background noise
- Less time at each Scrutiny Café table
- More information in advance for new Members
- Ensure a more varied representation of stakeholders at each Scrutiny Café table (some too officer heavy, some not enough partner representation)
- Only one round table per Scrutiny Committee

3.8.3 Overall, 94% of respondents commented that they felt the conference was either excellent or good which indicates the high success of the Annual Scrutiny Conference 2010/11.

#### **4. Looking Forward**

4.1 An event such as the Scrutiny Conference takes a lot of planning and organisation to ensure the event delivers on its intended aims. To this end the planning begins almost immediately for the 2012 event. It is proposed, with Members agreement, to hold the 5<sup>th</sup> Annual Scrutiny Conference on Thursday 17<sup>th</sup> May 2012.

4.2 The Scrutiny Conference, as members will be aware, has been held at various times during the day with an evening slot being the preferred choice for the most recent events. Members may wish to consider the timing of the event and look at again holding this in the evening or moving the event to a morning or afternoon slot.

4.3 The venue is a crucial aspect of such a conference as it sets the tone and creates the atmosphere for the activities to be undertaken. With this in mind it is also proposed that Members give consideration to the National Glass Centre as the venue for next years event.

#### **5. Recommendations**

5.1 That Members note the contents of the report and provide any further feedback in relation to the conference.

5.2 That Members consider the date, 17<sup>th</sup> May 2012, timing and venue for next years Scrutiny Annual Conference.

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## CENTRE FOR PUBLIC SCRUTINY 9<sup>TH</sup> ANNUAL CONFERENCE - FEEDBACK

### REPORT OF THE CHIEF EXECUTIVE

#### 1. Purpose of Report

- 1.1 To provide the Committee with verbal feedback from the Centre for Public Scrutiny (CfPS) 9<sup>th</sup> Annual Conference that was held on 2 June 2011.

#### 2. Background

- 2.1 The Council's Overview and Scrutiny Handbook contains a protocol for use of the Scrutiny Committees budget by Members to attend training and conferences (Protocol 5 refers). This allows Members to gain specialist knowledge and expertise within a particular area of scrutiny and is in addition to the list of standing conferences and corporate development programme.
- 2.2 In April 2011, it was agreed to send delegates from the Management Scrutiny Committee to the CfPS Annual Scrutiny Conference held on Thursday 2 June 2011 at The Novotel West, London. The Conference was attended by Councillor David Tate, Chair of Management Scrutiny Committee, and Councillors Miller and Walker. Helen Lancaster, Scrutiny Officer will provide verbal feedback at this meeting.

#### 3. Conference Programme

- 3.1 The title for the annual conference was Accountability, Transparency and Commissioning - Delivering for People and Places. The issue of the future role of scrutiny in light of significant Government reforms was a key theme throughout the conference, particularly in a landscape whereby potentially more services will be commissioned and contracted; and the need to ensure these arrangements are transparent, inclusive and accountable.
- 3.2 There were approximately 160 delegates in attendance at the conference, the majority of which represented local authorities and were a mix of scrutineers and officers.
- 3.3 The key note address was given by **Professor Vernon Bogdanor CBE**, Professor of Government at Oxford University. Other speakers included **Emer Coleman**, Director of Digital Projects, Greater London Authority; **Richard Wilson**, Founder, IZWE; **David Walker**, Contributing Editor, Guardian Public, The Guardian and **Helen Bailey**, Chief Executive, Local Partnerships.
- 3.4 Discussions throughout the day focused on;

- the impact of 'transparency' on the way that the public and their representatives hold services to account;
- places that are taking forward 'community-based budgets' and how jointly commissioned and funded services will be scrutinised;
- governance and accountability where civil society organisations such as charities, mutuals and social enterprises play more of a role in running services;
- how GP consortia, Health and Well-being Boards and the NHS Commissioning Board will impact on accountability of healthcare, social care and health improvement;
- the development of Local HealthWatch and the contribution it can make to accountable health and social care;
- the measurement of the value of services not just their cost; and
- skills that non-executives will need to develop in the new landscape.

#### **4. Good Scrutiny Awards 2011**

4.1 The Good Scrutiny awards took place after the Conference and were hosted by Baroness Sally Hamwee, House of Lords and CfPS Advisory Board member.

4.2 The categories for awards were;

- Community Influence
- Innovation
- Joint Working
- Non-Executive of the Year
- Raising the Profile
- Team of the Year; and
- Value for Money

4.3 The North East Health Scrutiny Joint Committee was very pleased to win the Joint Working award and the Overall Impact award for its major project involving all twelve councils in the North East reviewing the health inequalities suffered by ex-service people and their families. It was applauded by the judging panel for positively embracing joint working and tackling such a sensitive subject.

#### **5. Recommendation**

5.1 The Committee is asked to receive verbal feedback from the conference delegates.

#### **6. Background Papers**

Seminar Programme

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# MANAGEMENT SCRUTINY COMMITTEE

## SCRUTINY COMMITTEES WORK PROGRAMMES FOR 2011-12

REPORT OF THE CHIEF EXECUTIVE

14 July 2011

**Strategic Priority: ALL**

**Corporate Improvement Objective : ALL**

### 1. Purpose of the Report

- 1.1 The report attaches, for Members' information, the variations to the Scrutiny Committees work programmes for 2011/12 and provides an opportunity to review the Committee's own work programme for 2011/12.

### 2. Background

- 2.1 The role of the Management Scrutiny Committee is two-fold, firstly it has a role in co-ordinating efficient business across the seven Scrutiny Committees and manage the overall Scrutiny Work Programme and secondly to consider the Council's corporate policies, performance and financial issues.
- 2.2 The aim of its co-ordinating role is to avoid duplication, make best use of resources and to provide a corporate overview of the Overview and Scrutiny Function. As such the remainder of this report outlines the current work programmes of the Scrutiny Committees.

### 3. Scrutiny Committees Work Programmes

- 3.1 **Appendix 1** sets out the changes this month to the Scrutiny Committee work programmes from those endorsed at the start of the municipal year. Each Scrutiny Committee receives its own work programme in full each month in order to review progress.
- 3.2 **Appendix 3** also sets out the policy reviews for each of the various scrutiny committees for the information of Management Scrutiny Committee.

### 4. Management Scrutiny Committee's Work Programme

- 4.1 **Appendix 2** outlines this Committee's full work programme for the year, updated to reflect new additions and amendments requested by Committee as the year has progressed.

**5. Recommendation**

- 5.1 That the Committee notes the variations to the Scrutiny Committees Work Programmes for 2011-12 and to its own work programme.

**6. Background Papers**

Scrutiny Committee Agendas – July 2011 cycle of meetings.

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	JUNE 9.6.11	JULY 21.7.11	SEPTEMBER 8.9.11	OCTOBER 20.10.11	DECEMBER 8.12.11	DECEMBER TBC	JANUARY 12.1.12	FEBRUARY 23.2.12	APRIL 5.4.12
<b>Cabinet Referrals and Responses</b>		Article 4: Youth Justice Plan 2011/12 (JH/GK)	Cabinet Response to 2010/11 Policy Review – Learning at Work (NC)			Evidence Gathering Meeting			Article 4: CYPP Update
<b>Policy Review</b>	Proposals for policy review (NC)	Scope of review (NC)	Approach to the Review (NC)	Update on Policy Review (NC)	Policy Review – Update		Policy Review	Policy Review – Update	Policy Review – Draft Report
<b>Performance</b>	Looked After Children and the Court System (MB)  Youth Commissioned Contracts (SM)	Schools Performance - Termly Report (MF)  SSCB Annual Report and Business Plan (JV)  Breaks for Carers of Disabled Children (KP)	Provisional KS Results (MF/AB)  Performance & VfM Annual Report (BS)  New Ofsted Inspection Framework (MF)	Complaints Annual Report 11/12 (BS)	Ofsted Annual Children's Services Assessment (BS)  Schools Performance – Termly Report (MF)  Performance Q2 April – Sept (BS)			Attainment of C&YP (MF)  Outcomes of Annual Inspection of Children's Services (ofsted) (BS)	Schools Performance – Termly Report (MF)
<b>Scrutiny</b>	Work Programme 2011/12 (NC)  Forward Plan (NC)  Safe & Sustainable Consultation: Children's Heart Services (NC)	Work Programme 2011/12 (NC)  Forward Plan (NC)	Work Programme 2011/12 (NC)  Forward Plan (NC)	Work Programme 2011/12 (NC)  Forward Plan (NC)	Work Programme 2011/12 (NC)  Forward Plan (NC)		Library Plan (JH)  Corporate Parenting Annual Report (MB)  Work Programme 2011/12 (NC)  Forward Plan (NC)	Work Programme 2011/12 (NC)  Forward Plan (NC)	Scrutiny Annual Report (NC)  Work Programme 2011/12 (NC)  Forward Plan (NC)
<b>CCFA/Members items/Petitions</b>									

To be scheduled: Behaviour & Attendance Strategy  
School Place Planning  
Young People's Housing Options  
Contact, Referral and Assessment Arrangements – Action Plan  
Teenage Pregnancy

COMMUNITY AND SAFER CITY SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	<b>JUNE 07.06.11</b>	<b>JULY 19.07.11</b>	<b>SEPTEMBER 06.9.11</b>	<b>OCTOBER 18.10.11</b>	<b>DECEMBER 06.12.11</b>	<b>JANUARY 10.01.12</b>	<b>FEBRUARY 21.02.12</b>	<b>APRIL 03.04.12</b>
<b>Cabinet Referrals and Responses</b>			Response to the 10/11 Policy Review – Alcohol, Violence and the Night Time Economy					
<b>Policy Review</b>	Annual Work Programme and Policy Review 2011/2012 (JD)	Policy Review - Scoping Report (JD)	Policy Review – Scene Setting (JD)	Policy Review - Evidence Gathering (JD)	Policy Review – Evidence Gathering (JD)	Policy Review – Evidence Gathering (JD)	Policy Review Progress Report (JD)	Policy Review: Final Report (JD)
<b>Scrutiny</b>			Performance Q1 (Gillian Robinson)			Performance Q2/ Policy Review Progress (Gillian Robinson/HL)		Performance Q3/ (Gillian Robinson)
<b>Scrutiny (Performance)</b>	Food Law Enforcement (Norma Johnston)  Forward Plan (SA)	Police Reform and Social Responsibility Bill - Update (Stuart Douglass)  Drug Misuse – Update (Leanne Davis)  Work Programme (SA)  Forward Plan (SA)	Feedback from the Annual CfPS Scrutiny Conference (JD)  Work Programme (SA)  Forward Plan (SA)	Emergency Planning (Barry Frost)  Neighbourhood Helpline (LSL)  Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)
<b>CCFA/Members items/Petitions</b>								



	JUNE 13.06.11	JULY 25.07.11	SEPTEMBER 12.9.11	OCTOBER 24.10.11	DECEMBER 12.12.11	JANUARY 16.01.12	FEBRUARY 27.02.12	APRIL 02.04.12
<b>Cabinet- Referrals and Responses</b>			Response to the 10/11 Policy Review – Sunderland ‘the Place’					
<b>Policy Review</b>	Annual Work Programme and Policy Review (HL)	Scoping Report and Setting the Scene (HL/Les Clark)	Approach to the Review (HL)		Policy Review Progress Report (HL)		Policy Review Progress Report (HL)	Policy Review: Draft Final Report (HL)
<b>Performance</b>			Performance Q1 (Mike Lowe)		Performance Q2/ Policy Review Progress (Mike Lowe/HL)			Performance Q3/ (Mike Lowe)
<b>Scrutiny</b>	Seaburn Masterplan and Design Code (Keith Lowes)  Forward Plan (SA)	Highways Maintenance (Graham Carr)  Preliminary Flood Risk Assessment (Neil Cole)  Work Programme (SA)  Forward Plan (SA)	Public Conveniences (Les Clark)  LDF Core Strategy (Neil Cole)  Strategic Housing Land Availability Assessment (Neil Cole)  Employment Land Review (Neil Cole)  Feedback from the Annual CfPS Scrutiny Conference (HL)  Work Programme (SA)  Forward Plan (SA)	Waste Management (Les Clark)  Flood Planning Annual Report (TBC)  Work Programme (SA)  Forward Plan (SA)	Local Development Framework – Annual Update (Neil Cole)  Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Draft Scrutiny Annual Report (HL)  Street Lighting Annual Update (Graham Carr/Aurora)  Work Programme (SA)  Forward Plan (SA)
<b>CCFA/Members items/Petitions</b>	Request for Inclusion of an Item - Planning Applications (HL)							

HEALTH AND WELL-BEING SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	<b>JUNE</b> 08.06.11	<b>JULY</b> 19.07.11	<b>SEPTEMBER</b> 7.09.11	<b>OCTOBER</b> 19.10.11	<b>DECEMBER</b> 07.12.11	<b>JANUARY</b> 11.01.12	<b>FEBRUARY</b> 22.02.12	<b>APRIL</b> 4.04.12
<b>Cabinet Referrals &amp; Responses</b>			Cabinet Response to 2010/11 Food Policy Review		Progress report on 2010/11 Policy Review			
<b>Policy Review</b>	Work Programme & Policy Review – Hospital Discharge & Reablement (KJB)	Scope of Policy Review (KJB)  Cooption to support policy review (KJB)			Home Care – final progress report (SL)			Draft Annual Report (KB)
<b>Performance</b>			Performance & VfM Annual Report (SL)	Procurement of social care for adults with a learning disability – progress report (SL)	Performance Q2 (SL)			Performance Q3 (SL)
<b>Scrutiny</b>	Safe and Sustainable: Consultation  Integrated Strategic & Operational Plan (STPCT)  Health & Well-Being Board (JC)	Campus Closure Programme (PC)  Qualified Staff in Care Homes (SL)	Safe and Sustainable: Independent report  Assessment Procedure (PC)	Meals at Home Service (PC)	Safe and Sustainable outcome of consultation	Quality Standards Care Homes (SL)		Annual Commissioning Plan (STPCT)
<b>CCfA/Members items/Petitions</b>		Feedback from visit to Wearmouth View						

At every meeting: Forward Plan items within the remit of this committee / Work Programme update

PROSPERITY AND ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	<b>JUNE 07.06.11</b>	<b>JULY 19.07.11</b>	<b>SEPTEMBER 06.9.11</b>	<b>OCTOBER 18.10.11</b>	<b>DECEMBER 06.12.11</b>	<b>JANUARY 10.01.12</b>	<b>FEBRUARY 21.02.12</b>	<b>APRIL 03.04.12</b>
<b>Cabinet referrals and responses</b>			Response to the 10/11 Policy Review – Low Carbon Economy					
<b>Policy Review</b>	Annual Work Programme and Policy Review 2011/2012 (JD)	Policy Review - Scoping Report (JD)	Policy Review – Scene Setting (JD)	Policy Review - Evidence Gathering (JD)	Policy Review – Evidence Gathering (JD)	Policy Review – Evidence Gathering (JD)	Policy Review Progress Report (JD)	Policy Review: Final Report (JD)
<b>Performance</b>			Performance Q1 (Gillian Robinson)			Performance Q2/ Policy Review Progress (Gillian Robinson)		Performance Q3/ (Gillian Robinson)
<b>Scrutiny</b>	City Centre Improvement Programme – Support for Business(GF)  Seaburn Masterplan (KL)  Forward Plan (SA)	Visit to Port (JD)  Work Programme (SA)  Forward Plan (SA)	Feedback from the Annual CfPS Scrutiny Conference (JD)  Work Programme (SA)  Forward Plan (SA)	Sub National Economic Development (Vince Taylor)  Work Programme (SA)  Forward Plan (SA)	North East Chamber of Commerce (Andrew Sugden)  Work Programme (SA)  Forward Plan (SA)	Low Carbon Economy – Marketing and Communication Strategy (JP)  Low Carbon Economy - Role of Small Businesses (JS)  Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)
<b>CCFA/Members items/Petitions</b>								

**SUSTAINABLE COMMUNITIES SCRUTINY COMMITTEE WORK PROGRAMME 2011-12**

	<b>JUNE</b> 14.06.11	<b>JULY</b> 26.07.11	<b>SEPTEMBER</b> 13.09.11	<b>OCTOBER</b> 25.10.11	<b>DECEMBER</b> 13.12.11	<b>JANUARY</b> 17.01.12	<b>FEBRUARY</b> 28.02.12	<b>APRIL</b> 17.04.12
<b>Cabinet- Referrals and Responses</b>			Response to the 10/11 Policy Review – Role of Culture in Supporting Sustainable Communities (HL)					
<b>Policy Review</b>	Annual Work Programme and Policy Review 2011/2012 (HL)	Policy Review – Scoping/Scene Setting (HL/JDG/VF)	Approach to the Policy Review (HL)		Policy Review – Evidence Gathering (HL)			Policy Review: Final Report (HL)
<b>Performance</b>			Performance Q1 (TBC)			Performance Q2/ Policy Review Progress (TBC/HL)		Performance Q3/ TBC)
<b>Scrutiny</b>	Housing Allocations Policy (AC)  Forward Plan (SA)	Private Sector Enforcement Policy 2010/11 – Update (AC)  Hostel Plan (AC)  Work Programme (SA)  Forward Plan (SA)	Community Development Service and VCS Annual Report (JDG)  Housing Reform (AC)  Feedback from the Annual CfPS Scrutiny Conference (HL)  Work Programme (SA)  Forward Plan (SA)	Annual Heritage Report (JH)  Empire Theatre Annual Report (JH)  Built Heritage (ML)  Work Programme (SA)  Forward Plan (SA)	Internal Waste Plan TBC)  Enabling Independence Strategy Update (AC)  Financial Assistance Policy (AC)  Work Programme (SA)  Forward Plan (SA)	Cultural Strategy (CDA)  Low Carbon Homes (AC)  Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)	Work Programme (SA)  Forward Plan (SA)
<b>CCFA/ Members items/Petitions</b>								

REASON FOR INCLUSION	JUNE 16.6.11	JULY 14.7.11	SEPTEMBER 15.9.11	OCTOBER 13.10.11	NOVEMBER 10.11.11	DECEMBER 15.12.11	JANUARY 19.1.12	FEBRUARY 16.2.12	MARCH 15.3.12	APRIL 19.4.12
<b>Cabinet Referrals and Responses</b>		Revenue & Capital Budget Variations 1 <sup>st</sup> Q – 2011/12 (ST)	Proposal for Budget Consultation 2012/13 (ST)  Response to the 10/11 Policy Review – Smarter Working (NC)	Budget Planning Framework 2012/13 (ST)	Revenue & Capital Budget Variations 2 <sup>nd</sup> Q (ST)		Council Tax Base 2012/13 (ST)  Revenue & Capital Budget Variations 3 <sup>rd</sup> Q (ST)  Provisional Budget Proposals 2012/13 (ST)	Budget & Service Reports - Collection Fund 11/12 - Revenue Budget & Proposed Council Tax 11/12 - Capital Programme 12/13		
<b>Policy Review</b>	Proposals for Policy Review (NC)	Scoping Paper for Policy Review (NC)								
<b>Performance</b>	Service Planning Arrangements for 2012/13 (JB)		Performance & VfM Assessment (SR)				Performance Management Q2 (SR)		Annual Audit Letter (moved from February due to budget focus of meeting)	Performance Management (Q3) (SR)
<b>Scrutiny</b>	Forward Plan (NC)  Work Programme (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)  CfPS Conference Feedback (HL)  Annual Scrutiny Conference Feedback (SA)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)  Cabinet Response to Smarter Working Policy Review (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)  LSP Annual Report (JM)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)	Draft Annual Report (NC)  Forward Plan (NC)  Work Programmes of all Scrutiny Committees (NC)
<b>CCFA/Members items/Petitions</b>										

Scrutiny Committee	Policy Review Overview
Children Young People and Learning <b>Early Intervention</b>	To look at the restructured Early Intervention Model, exploring issues related to themes around delivering an improvement of outcomes for families and young people accessing these services.
Community and Safer City <b>Community Cohesion</b>	To gain a better understanding of the term Community Cohesion. To explore the range of community cohesion issues in the city, such as the relationships between older and younger generations. To identify what the council and partners are doing in relation community cohesion and how national policy will impact on the city.
Environment & Attractive City <b>Sustainable Council Transport</b>	To explore sustainable modes of council transport in delivering services, how services are currently delivered and should be delivered in the future and look at the potential benefits to adopting more sustainable modes of transport, linking with the city's aim of being a 'Low Carbon' city.
Health & Wellbeing <b>Rehabilitation and Early Supported Discharge from Hospital</b>	To establish how effectively health and social care services are working in partnership to support timely discharges from hospital and promote independence in community settings.
Management Scrutiny <b>Self Regulation Framework</b>  <b>The effects of Loan Sharks on Local Communities</b>	To look at the appropriateness and effectiveness of improvement actions and performance measures, in relation to the Council's self regulation framework, and in particular how the scrutiny function can contribute to performance improvement.  A potential further review arising from Cabinet discussions on 22 June 2011 that would investigate the effects of loan sharks operating in local communities. This is still to be confirmed by the committee.
Prosperity & Economic Development <b>University City</b>	To investigate the plans the city has under Aim 1 of the Economic Masterplan to create "a new kind of university city". This will be informed by the committee developing a good understanding of the influence that the university has on the city's economy currently as well as the potential to increase that. This would include issues such as graduate attraction and retention as well as commercial research and business support for growth. It will also require an investigation of the experiences of at least one other similar University and the role it plays in its own city's economy.
Sustainable Communities <b>Building a Sustainable and Lasting Legacy in Sport and Physical Activity</b>	To review the existing council Sport and Physical Activity (taking into account the economic climate and the need to engage with communities), considering partnership working to enable this. This review would be undertaken in the context of the 2012 Olympics and how this will contribute to developing a sustained and lasting legacy of sport and physical activity.

# MANAGEMENT SCRUTINY COMMITTEE

## FORWARD PLAN – KEY DECISIONS FOR THE PERIOD 1 JULY 2011 – 31 OCTOBER 2011

REPORT OF THE CHIEF EXECUTIVE

14 JULY 2011

### 1. Purpose of the Report

- 1.1 To provide Members with an opportunity to consider those items on the Executive's Forward Plan for the period 1 July 2011 – 31 October 2011 which relate to the Management Scrutiny Committee.

### 2. Background Information

- 2.1 Holding the Executive to account is one of the main functions of Scrutiny. One of the ways that this can be achieved is by considering the forthcoming decisions of the Executive (as outlined in the Forward Plan) and deciding whether Scrutiny can add value in advance of the decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.2 To this end, it has been agreed that the most recent version of the Executive's Forward Plan should be included on the agenda of this Committee. The Forward Plan for the period 1 July 2011 – 31 October 2011 is attached marked **Appendix 1**.

### 3. Current Position

- 3.1 In considering the Forward Plan, Members are asked to consider only those issues which are under the remit of the Management Scrutiny Committee. These are as follows:-

*Corporate Improvement Plan; Sunderland Strategy; Partnerships (including relations with external bodies); enhancing the role and reputation of Sunderland regionally, nationally and internationally; co-ordination and development of the Scrutiny Function; Asset Management, Property Services and Building Maintenance; Area Frameworks; Corporate Communications; External Assessments; Public Protection and Trading Standards; Governance; Emergency Planning (to refer to appropriate Scrutiny Committee); Budget, financial resources and value for money; and to review any matter not falling within the remit of the other Scrutiny Committees.*

- 3.3 In the event of Members having any queries that cannot be dealt with directly in the meeting, a response will be sought from the relevant Directorate.

#### **4. Recommendations**

- 4.1 To consider the Executive's Forward Plan for the period 1 July 2011 – 31 October 2011.

#### **5. Background Papers**

There were no background papers used in the preparation of this report.

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**Forward Plan -  
Key Decisions for  
the period  
01/Jul/2011 to  
31/Oct/2011**



**E Waugh,  
Head of Law and Governance,  
Commercial and Corporate Services,  
Sunderland City Council.**

**14<sup>th</sup> June 2011**

## Forward Plan: Key Decisions from - 01/Jul/2011 to 31/Oct/2011

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01438	To agree the Social Care Contributions Policy for Personalisation	Cabinet	20/Jul/2011	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties	via the Contact Officer by 20 June - Health and Wellbeing Scrutiny Committee	Report	Neil Revely	5661880
01487	To approve and adopt the Internal Waste Plan	Cabinet	20/Jul/2011	All Council Directorates	Circulation of draft cabinet paper and the draft Internal Waste Plan document.	To the contact officer by 21 June - Sustainable Communities Scrutiny Committee.	Internal Waste Plan and accompanying Cabinet Report	David Henry	5612434
01497	To review the land disposal policy.	Cabinet	20/Jul/2011	DFR and HLG	Email and report	To contact officer by 20 June - Management Scrutiny Committee	Cabinet report	Nick Wood	5612631

## Forward Plan: Key Decisions from - 01/Jul/2011 to 31/Oct/2011

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01498	To consider consultation responses received and associated actions; approve the Seaburn Masterplan and Design Code as Supplementary Planning Document (SPD)	cabinet	20/Jul/2011	Head of Law and Governance, Acting Deputy Director of Financial Resources	Circulation of draft Cabinet paper	To contact officer by 20 June - Environment and Attractive City Scrutiny Committee	Cabinet Report, Seaburn Masterplan and Design Code SPD with associated Sustainability Appraisal Appraisal Appropriate Assessment.	Ben Winter	5612549
01484	To approve the Local Development Framework Core Strategy revised preferred option for public consultation.	Cabinet	20/Jul/2011	Head of Law and Governance, Acting Director of Financial Services	Circulation of draft cabinet paper	To the contact officer by 21 June - Environment and Attractive City Scrutiny Committee	Core Strategy revised Preferred Option	Neil Cole	5611574
01516	To agree the policy under which the Council will consider adoption of private streets and the level of financial provision.	Cabinet	20/Jul/2011	Portfolio Holder for Attractive and Inclusive City	Briefings	Via contact officer by 21 June - Environment and Attractive Scrutiny	Cabinet Report	Graham Carr	561 1298

## Forward Plan: Key Decisions from - 01/Jul/2011 to 31/Oct/2011

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01508	To consider work undertaken to date to deliver the council's improvement programme and agree expenditure to further develop and improve value for money in the context of changing customer expectations and the need to deliver.	Cabinet	20/Jul/2011	Cabinet, All Council Directorates	meetings, briefings	Via the Contact Officer by 21 June 2011 - Management Scrutiny Committee	Cabinet Report	Andrew Seekings	5612349
01509	To approve the acquisition of additional land for the Sunderland Strategic Transport Corridor.	Cabinet	20/Jul/2011	Portfolio holder for Attractive and Inclusive City; Appropriate Chief Officers	Meetings; Briefings; Comments of Draft Report	To contact Officer by 20 June - Environment and Attractive City Scrutiny Committee	Cabinet Report; Map and Schedule	Keith Atkinson	5611562
01514	To agree Procurement of Social Care Services: Care and Support Provider for Cherry Tree Gardens Extra Care Scheme.	Cabinet	20/Jul/2011	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties.	Via the Contact Officer by 20 June 2011 - Health and Wellbeing Scrutiny Committee and Sustainable Communities Scrutiny Committee.	Report and supporting papers	Neil Revely	5661880

## Forward Plan: Key Decisions from - 01/Jul/2011 to 31/Oct/2011

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01515	To agree Procurement for First Tier Welfare Rights Service and to award contract from April 2012.	Cabinet	20/Jul/2011	Cabinet, Service Users and Ward Members, Portfolio Holders.	Briefings and/or meetings with interested parties	Via the Contact Officer by 20 June 2011 - Health and Wellbeing Scrutiny Committee.	Report and supporting papers	Graham King	5661894
01400	To agree the Access to Housing Project - Allocations Policy	Cabinet	07/Sep/2011	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff and Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 19 August - Sustainable Communities Scrutiny Committee	Report and supporting papers	Alan Caddick	5662690
01403	To consider the outcome of Public Consultation (March - June 2010) in relation to the Accessible Bus Network Design Project	Cabinet	05/Oct/2011	Portfolio Holder for Attractive and Inclusive City; Nexus; Appropriate Chief Officers	Briefings; Meetings; e-mails	Via the contact officer by 20 September - Environmental and Attractive City Scrutiny Committee	Cabinet Report	Bob Donaldson	5611517

## Forward Plan: Key Decisions from - 01/Jul/2011 to 31/Oct/2011

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01510	To consider any key decisions arising from the Revenue Budget Second Quarterly Review 2011/2012	Cabinet	05/Oct/2011	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	By telephone to the Contact Officer by the end of September Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01511	To consider any key decisions arising from the Capital Programme and Treasury Management Second Quarterly Review 2011/2012	Cabinet	05/Oct/2011	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	By telephone to the Contact Officer by the end of September Management Scrutiny Committee	None	Sonia Tognarelli	5611851