

**LOW CARBON VEHICLES - THE DELIVERY OF  
PUBLIC SERVICES IN SUNDERLAND POLICY  
REVIEW 2011/12: DRAFT SCOPING REPORT**

**REPORT OF THE CHIEF EXECUTIVE**

**STRATEGIC PRIORITIES: SP5: ATTRACTIVE AND INCLUSIVE CITY**

**CORPORATE PRIORITIES: C101: Delivering Customer Focussed  
Services, C102: Being 'One Council', C103: Efficient and Effective  
Council, C104: Improving partnership working to deliver 'One City'**

**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 low carbon vehicles in the delivery of public services in Sunderland.

**2. Background**

- 2.1 The Annual Scrutiny Conference was held at the Crowtree Leisure Centre on 19 May 2011. During the Scrutiny Café sessions a number of viable policy reviews were formulated for discussion by members of the Committee. At the meeting on 13 June 2011, following discussions regarding the Annual Work Programme and Policy Review, the Committee agreed to focus on Low Carbon Vehicles in the Delivery of Public Services in Sunderland as its Policy Review for 2011/12.

**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.

<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 consider the city's current and future plans for the utilisation of low carbon vehicles in the delivery of public services.

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

- 5.1 The draft Terms of Reference for the policy review are proposed:-
- (a) To examine the role and responsibilities of the local authority with regard to climate change and energy;
  - (b) To consider national and European policy in regard to the use of low carbon transport in the delivery of services;
  - (c) To investigate the progress made to date and future plans in the council and across partners in regard to the introduction of low carbon vehicles to deliver public services;
  - (d) To explore the financial and non-financial future implications of the increased use of low carbon vehicles in the delivery of council services;
  - (e) To consider appropriate targets for the introduction of electric vehicles into the council's fleet.
  - (f) To consider the extent of the council's role as a leader in the use of low carbon vehicles to deliver public services in the city; and
  - (g) To consider to what extent future technologies will enable the council and partners to increase the use of low carbon vehicles.

#### **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 member's information:

- (a) Relevant Cabinet Portfolio Holder(s);
- (b) Head of Streetscene;
- (c) Partner organisations (to be agreed):
- (d) The University of Sunderland;
- (e) Smiths Electric Vehicles;
- (f) Nissan;
- (g) NEPO (North East Purchasing Organisation);
- (h) Residents
- (i) Local MPs; and
- (j) Organisations from the Voluntary and Community Sector (VCS)

6.2 Where the Scrutiny Committees' Policy Reviews look at cross-cutting issues, opportunities may arise to undertake joint working as endorsed by the Chairs of the relevant Committees.

6.3 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 those views. If felt appropriate the Committee is able to co-opt an additional member to the Committee for the duration of the policy review. Regulations with regard to the co-opting of additional members can be found in the Overview and Scrutiny Handbook, Protocol 6: Protocol for the Appointment of Co-opted Members to Scrutiny Committees.

6.4 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. Consequently, consideration has been given as to how the views of people from minority communities of interest or heritage, which may not be gathered through the usual community engagement routes, can be included over the course of the inquiry.

## **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 the 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) Task and Finish activities (as necessary) to deliver effective scrutiny; and
- (e) Any other activity deemed necessary to the Committee to assist in the policy review.

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

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

Setting the Scene – July 2011

Evidence Gathering - September 2011 to February 2012

Consideration of Draft Final Report - March 2012

Consideration of Final Report by the Scrutiny Committee - April 2012

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

(Tentative date)

8.2 Additional meetings may be necessary to complete the evidence gathering.

## **9. Recommendations**

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

9.2 Members are also asked to agree that all members of the Committee will be invited to any Task and Finish activities deemed necessary to focus on specific work within the review that lends itself to that way of working.

## **10. Background Papers**

- Overview and Scrutiny Handbook
- Scrutiny Committee Minutes, 13 June 2011

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