

At a meeting of the MANAGEMENT SCRUTINY COMMITTEE held in the CIVIC CENTRE on THURSDAY, 18TH MARCH, 2010 at 5.30 p.m.

Present:-

Councillor Tate in the Chair

Councillors Barkess, D. Forbes, M. Forbes, P. Gibson, L. Martin, Mordey, J. Scott, Walker and T. Wright.

Introduction and Welcome

The Chairman welcomed everyone to the meeting and invited them to introduce themselves to one another.

Apology

An apology for absence was submitted to the meeting on behalf of Councillor Copeland.

Minutes of the Last Meeting of the Committee held on 18th February, 2010

(i) Apologies for Absence

Councillor Mordey pointed out the typographical error in the minutes recording the apology of Councillor A. Hall as Vice-Chairman of the Children, Young People and Learning Scrutiny Committee instead of Councillor G. Hall, and it was:-

1. RESOLVED that the minutes of the last meeting of the Scrutiny Committee held on 18th February, 2010 be confirmed as a correct record subject to the above amendment.

Declarations of Interest (including Whipping Declarations)

There were no interests declared.

Audit Commission Annual Audit Letter 2008-09

The Chief Executive submitted a report attaching a copy of the report considered by Cabinet at its meeting on 3rd February, 2010 (copies circulated) in relation to the City Council's Annual Audit and Inspection Letter covering the year 2008-09.

(For copy reports – see original minutes).

Ms. Sonia Tognarelli, Head of Financial Management, provided the Committee with a brief outline of what issues the Audit Letter included.

Mr. Gavin Barker, Senior Audit Manager, Audit Commission, advised the Committee that an unqualified audit opinion on the Council's 2008/09 financial statements was issued on 30th September, 2009 and also an unqualified Value for Money opinion. He reported that the Council had scored Level 3 overall in respect of the Use of Resources which was a very good result. The Audit Commission's response to formal objections received from a local elector had yet to be finalised and until that time formal certificates to confirm that the audits had been completed, could not be issued.

Mr. Barker briefed the Committee on the local risk based work undertaken in respect of community cohesion where the Audit Commission had agreed specific action points with officers. Work had also been followed up in respect of previous work on performance improvement and focus had been given to health inequalities and on the harm caused by alcohol in particular.

Mr. Barker stated that the headlines in respect of Use of Resources were that the Audit Commission was overall very impressed with what they had seen. With regards to managing finances, very strong arrangements were in place. In respect of managing resources, which included use of natural resources and strategic asset management, the scored judgement was Level 2.

Councillor J. Scott referred to the action being taken to address alcohol harm and the comment that Sunderland was fourth worst local authority area in England for binge drinking. He suggested that as the licensing authority, the Council needed to tighten up procedures and not issue licences to every shop that applied.

Councillor P. Gibson commented that as a Member of the Licensing Committee he was able to confirm that the Council worked under very strict guidelines when issuing licences. However, despite best efforts, alcohol misuse was still an important issue for Sunderland.

The Chairman asked, with regard to the accounts when it was likely the formal certificates could be issued.

Mr. Barker advised that the District Auditor was personally dealing with the formal objections and the proper process needed to be followed. He was waiting for information from the local elector. The District Auditor was keen to bring the matter to a conclusion, however he could not give a timescale at this point in time. The time

taken to investigate a complaint was an issue recognised by the Audit Commission and efforts were being made to deal with objections more effectively.

Mr. Barker added that the objections did not present any material impact on the Council's accounts, however they could not be closed until the objections were dealt with as there might be issues to be reported back to the Council.

In respect of alcohol issues, Councillor M. Forbes enquired whether the Council could exercise any discretion on applications for a licence.

Ms. Rhiannon Hood, Assistant Chief Solicitor, replied that she would investigate and provide information in writing in response to Councillor Forbes.

Councillor P. Gibson added that there had been a High Court ruling on the matter and understood that the Council's hands were effectively tied.

Ms. Charlotte Burnham, Head of Overview and Scrutiny, advised Members that the Community and Safer City Scrutiny Committee was undertaking a policy review looking at alcohol related crime and one area that was being considered was the role of the licensing regulations. It would be interesting to see the Committee's conclusions and recommendations on the matter.

Councillor M. Forbes asked whether the Audit Commission had identified any areas the Council could strengthen its work on to tackle the issue.

Mr. Barker stated that funding was in place to address the issue, however, the strategy was not in place. Robust information was needed so that the Council could direct resources and commission work through the voluntary sector. The problem was having the capacity to deal with the issue, measuring outcomes and also the time it would take to see an improvement. This was a really difficult nut to crack and an issue the Council had in common with other local authorities.

Councillor M. Forbes enquired who was responsible for collecting the data, which was insufficient, what steps were being taken to improve this and as alcohol misuse was a regional issue, what steps were being taken to address it across the region.

Mr. Barker stated that this was a national issue played out in all health inequalities. While money was poured in to tackle a particular issue the difficulty was in measuring the outcomes.

The Chairman pointed out that the Council's Health and Wellbeing Scrutiny Committee was undertaking a policy review of health inequalities and information was being gathered from partners to inform the review which would make recommendations as to how to improve the situation.

The Chairman asked what would be needed for the Council to score a Level 4 overall.

Mr. Barker stated that the CAA was a harder test and more was needed now than two years ago in order to achieve a Level 4. He added that not many local

authorities had achieved a Level 4 overall. The Council needed to meet all the criteria for Levels 2 and 3 and then meet the onerous criteria about delivering real outcomes and demonstrate innovative practice that others could learn from in order to achieve Level 4. The Audit Commission was undertaking next year's assessment now. The Council was very clear about what it wanted to achieve. He added that Level 4 might be achieved when outcomes filtered in from the actions the Council was currently undertaking.

The Chairman thanked Mr. Barker for his comments.

Ms. Tognarelli welcomed the comments from the Audit Commission. She added that actions that were being taken were beginning to come to fruition and plans were being put in place in the Improvement Plan. Value for Money and health inequalities issues such as alcohol misuse, were being taken through the Total Place Project for the region.

2. RESOLVED that the report be received and noted and the information requested as detailed above be circulated to Members accordingly.

Reference from Cabinet – 10th March, 2010 – Comprehensive Area Assessment (CAA) Use of Resources Improvement Plan

The Chief Solicitor submitted a report attaching a copy of a report considered by the Cabinet at its meeting held on 10th March, 2010 (copies circulated), seeking approval for the Council's CAA Use of Resources Improvement Plan.

(For copy reports – see original minutes).

Mr. Mike Lowe, Assistant Head of Performance Improvement, drew Members' attention to the Use of Resources Improvement Plan drawn up in respect of the recent CAA detailed at appendix 1. He pointed out that a number of actions such as the development of a Sustainability Policy, Construction Policy, Asset Management Strategy had already been taken forward and that the Council was aware of the improvement activity needed.

Councillor M. Forbes referred to paragraph 4.4 of the report and queried why the Workforce Key Line of Enquiry (KLoE) was not undertaken before the Council changes were put in place.

Mr. Gavin Barker, Senior Audit Manager, Audit Commission, advised that the Commission set out which KLoEs to do each year. Work had started over the winter on Workforce and a final conclusion was expected in July. The changing arrangements in the Council was one of the topics that Officers had been talking about that day and additional information had been provided to Auditors on the proposals which were planned.

The Chairman referred to the managing of natural resources and commented on the Council's focus on its own carbon footprint and efforts to reduce its carbon

emissions. He mentioned the good news from Nissan which had announced its plans to produce a new electric car, the Leaf, in Sunderland.

Mr. Barker commented that natural resources was a wide ranging KLoE and that the Council had a good understanding of the issues, however actions needed to be put in place to deliver outcomes.

Mr. Lowe advised that there was a strong focus on improving sustainability in the action plan and that the announcement concerning 'the Leaf' was an important outcome for the City.

Councillor L. Martin enquired whether the Council monitored its own recycling rates. He suggested that Council staff should use electric powered cars, more thought be given to remote working and double glazing of the Civic Centre building for example. He stated that he would like to see the Council taking a lead on these issues and asked for further information as to what the Council was doing already.

The Chairman commented that the Council was trying, for example, to reduce paper agenda and looking to install personal computers in the Committee rooms. The drinking water supplied around the building was now environmentally friendly as it was not operated from the mains. He suggested the Scrutiny Committee set up a working group to look at ways for the Council to improve its own recycling and sustainability issues.

Ms. Sonia Tognarelli, Head of Financial Management, advised that a new post of Sustainability Co-ordinator had been established to look into such issues.

3. RESOLVED that the report be received and noted.

Reference from Cabinet – 10th March, 2010 – Local Area Agreement Annual Review Process 2009/2010

The Chief Solicitor submitted a report attaching a copy of the report considered by the Cabinet on 10th March on the Local Area Agreement Annual Review Process 2009/2010 (copies circulated). The report had been submitted at the request of the Chairman for the Committee's information.

(For copy reports – see original minutes).

Mr. Mike Lowe, Assistant Head of Performance Improvement, introduced the report advising that the report detailed the outcome of the Local Area Agreement Review 2009/2010 and sought approval to revised targets for several priority indicators. He stated that revising targets provided the basis on which partners could set stretching but attainable targets that would enable the partnership to maximise the reward grant associated with LAA performance. Mr. Lowe pointed out that in relation to NI 116 – Proportion of Children in Poverty, the Cabinet had agreed to take the option to perform against the regional, i.e. north east, average gap of 1.3% rather than the gap between Sunderland and England.

Councillor L. Martin commented on the scale of the challenge, stating that most inequalities were driven by wealth. He highlighted that 1 in 5 were on out of work benefit in Sunderland and that there were massive issues with generational unemployment. This information needed to be used to inform the Council as to what it needed to do to restore prosperity in Sunderland.

With regards to 16-18 year olds not in employment, education or training (NEETs), Sunderland was second highest in the country. 16-24 year olds was a huge issue and challenge and Councillor L. Martin stated that he would like to see the Council refocus some of its finances on this area.

With regards to Worklessness benefits, Councillor Martin advised that this involved 1 in 3 people in some areas of the City and the Local Authority needed to do more to tackle the issue.

The Chairman asked whether the NEET figures could be provided to Members of the Committee.

Mr. Lowe confirmed that this information would be provided. He added that in respect of the wider agenda, 16-24 year olds were a priority and focus for the Local Authority and its partners. NEETs had been given a red tag under the Comprehensive Area Assessment and therefore given a stronger focus. As a consequence of the increased focus and efforts the target had been met and had reduced by 38% which had resulted in increased opportunities. Mr. Lowe informed the Committee that he would circulate the report to Members for their information.

Councillor M. Forbes enquired how long people remain employed when placed on apprenticeships across the spectrum, if they lost the position what the reasons were and how many long term successes there were.

Ms. Charlotte Burnham, Head of Overview and Scrutiny, advised that a Working Group of the Prosperity and Economic Development Scrutiny Committee had as part of its evidence gathering, were likely to have considered such information from JobCentrePlus. Furthermore, the Working Group would be publishing its findings and subsequent recommendations in April 2010.

4. RESOLVED that the report be received and noted and the information requested as detailed above be provided to Members accordingly.

Request to Attend Seminar – Centre for Public Scrutiny 8th Annual Conference and Exhibition

The Chief Executive submitted a report (copy circulated) asking the Committee to consider nominating delegates to the Centre for Public Scrutiny 8th Annual Conference and Exhibition to be held on 30th June – 1st July 2010.

(For copy report – see original minutes).

Councillor Mordey stated that he was disappointed that this report had not been submitted for consideration by other Scrutiny Committees as he felt Members would benefit by attending.

Ms. Charlotte Burnham, Head of Overview and Scrutiny, advised that attendance at the conference was included on the agenda for consideration at the Informal Meeting of the Chairmen and Vice Chairmen on 22nd March and further nominations could be taken to attend the Conference. She added that historically the national conference had been attended by Members of the Policy and Co-ordination Review Committee and therefore it had been included on this agenda as this was the successor Scrutiny Committee.

The Chairman advised that every Scrutiny Chair and Vice Chair had been informed electronically by the Centre for Public Scrutiny of their Annual Conference.

Councillor M. Forbes pointed out that with video conferencing everyone would have the opportunity of attending.

The Chairman confirmed that updating of the Committee rooms was planned.

Full consideration of the report having been given, it was:-

5. RESOLVED that approval be given to the attendance of two Members of the Management Scrutiny Committee (names to be confirmed), to be accompanied by the Head of Overview and Scrutiny Committee at the above Conference on 30th June – 1st July and to be funded from the Management Scrutiny Committee budget.

Forward Plan – Key Decisions for the Period 1st April, 2010 to 31st July, 2010

The Chief Executive submitted a report (copy circulated) providing Members with an opportunity to consider those items on the Executive's Forward Plan for the above period which relate to the Management Scrutiny Committee.

(For copy report – see original minutes).

Ms. Sarah Abernethy, Trainee Scrutiny Officer, introduced the report and invited Members to consider the Forward Plan.

6. RESOLVED that the Executive's Forward Plan for the period 1st April, 2010 to 31st July, 2010 be received and noted.

Scrutiny Committees' Work Programmes for 2009/2010

The Chief Executive submitted a report (copy circulated) attaching for information, the variations of the Scrutiny Committees' Work Programmes for 2009/2010 and providing an opportunity to review the Committees' own work programme for the remainder of the municipal year.

(For copy report – see original minutes).

Councillor Mordey, in his capacity as Chairman of the Prosperity and Economic Development Scrutiny Committee, advised the Committee that an additional meeting of the Scrutiny Committee would be taking place on Tuesday, 4th May, to consider the Committee's policy review reports on the Working Neighbourhood Strategy and Tourism.

Councillor L. Martin commented that some Members of the Council might have difficulty in attending the meeting as they would be campaigning in respect of the election on 6th May.

Councillor Mordey stated that he was asking all Members to attend as the Committee would be considering important reports and this would also be the last meeting of the Vice Chairman, Councillor Arnott, as he was retiring. Councillor Arnott had undertaken a lot of work on the Committee's behalf and it would be appropriate for Members of the Committee to attend and be present for his final meeting.

7. RESOLVED that the variations to the Scrutiny Work Programmes for 2009-10 and to the Scrutiny Committee's own Work Programme be noted.

(Signed) Councillor R.D. Tate,
Chairman.

Management Scrutiny Committee

29th April 2010

Performance Report Quarter 3 (April – December 2009)

Report of the Chief Executive

1.0 Purpose of the report

The purpose of this report is to provide Management Scrutiny Committee with a performance update relating to the period April to December 2009. This quarter the report includes:

- Progress in relation to the LAA targets and other national indicators
- Progress in relation to the Scrutiny Policy Review Recommendations
- Results of the annual budget consultation which took place during October / November 2009.

2.0 Background

- 2.1 Members will recall that a new national performance framework was implemented during 2008/2009. This includes 198 new National Indicators which replaces previous national performance frameworks. As part of this new framework 49 national indicators have been identified as key priorities to be included in the Local Area Agreement (LAA). Performance against the priorities identified in the LAA and associated improvement targets have been reported to Scrutiny Committee throughout 2009 as part of the quarterly performance monitoring arrangements. The LAA priorities are a key consideration in CAA in terms of the extent to which the partnership is improving outcomes for local people.
- 2.2 CAA was introduced in April 2009 to provide an independent assessment of how local public services are working in partnership to deliver outcomes for an area. The first results were reported on the Oneplace website (www.oneplace.direct.gov.uk) on 9 December 2009. Management Scrutiny Committee considered the findings of the draft Area Assessment report in January 2010.
- 2.3 Members will recall from previous performance reports that the CAA Lead plans to adopt a Risk Assessment Matrix which will be the primary tool against which the Sunderland Partnership will be assessed. The Matrix will incorporate those issues that were identified in the first year of the CAA area assessment as having the most potential to become red flags and green flags. Once the Risk Assessment Matrix has been agreed, the CAA Lead will use it to monitor progress against the agreed performance trajectory (up until the end of September 2010) for each issue to arrive at his final area assessment judgement for 2010. Progress will be monitored through the Council and the Sunderland Partnership's performance management and reporting

arrangements when the matrix is finalised.

- 2.4 As part of ongoing improvement planning the Sunderland Partnership's Delivery Plans have refreshed to ensure that the work programme is targeting the right issues, and outcomes can be demonstrated, minimising the risk of areas for improvement becoming red flags in 2010. These Delivery Plans were presented to Scrutiny Committees in February 2010.
- 2.5 The annual budget consultation took place during October / November 2009. The consultation took the form of a survey followed by participatory workshops which were held across Sunderland with Community Spirit panel members and representatives from the voluntary and community sector. The purpose of the workshops was to prioritise approaches to addressing the budget priorities that had been drawn from the survey results and also provide attendees with:
- A better understanding of the issues that have to be addressed in the budget setting process and information about the budget priorities
 - An opportunity to hear the viewpoints of others when making judgements about budget priorities.

The findings helped to inform the Council Revenue Budget for 2010/2011 which was approved on 3 March at a meeting of the full Council. A summary of how resources will be directed to the top priorities identified can be found in section 3.2. Progress in relation to delivering these priorities will be reported to Scrutiny committees during 2010/2011.

- 2.6 As part of the development of Scrutiny particularly in terms of strengthening performance management arrangements, Policy Review recommendations have been incorporated into the quarterly performance reports on a pilot basis. The aim is to identify achievements and outcomes that have been delivered in the context of overall performance management arrangements, to enhance and develop Scrutiny's focus on delivering better outcomes both as part of CAA requirements and future partnership working. Progress in relation to all Policy Reviews has been reported to each Scrutiny Committee. A summary of progress in relation to all Policy Reviews is provided for Management Scrutiny Committee as part of this report.
- 2.7 Appendix 1 provides an overview of the position for relevant national indicators and also any local performance indicators that have been retained to supplement areas in the performance framework that are not well covered by the new national indicator set.

3.0 Findings

3.1 Performance

- 3.1.1 The development of Sunderland's Local Area Agreement with Government Office North East (GONE) included a negotiated set of the national indicators which have been identified as key priorities. Performance against the priorities identified in the LAA and associated improvement targets have been

reported to Scrutiny committee throughout 2009 and are a key consideration in CAA in terms of the extent to which the partnership is improving outcomes for local people. An overview of performance for the period April to December 2009 can be found in the following tables relating to each theme in the LAA.

LAA theme - Prosperous and Learning City						
NI Ref	Performance Indicator	2008/09 Outturn	Latest Update 2009/10	Trend	Target 2009/10	On target
NI 72	At least 78 points across Early Years Foundation Stage with at least 6 in each of the scales	44	53	▲	48.4	✓
NI 73	Achievement at level 4 or above in both English and Maths at Key Stage 2 (Threshold)	72	70	▼	73	✗
NI 75	Achievement of 5 or more A*-C grades at GCSE or equivalent including English and Maths	43	44.8	▲	51	✗
NI 87	Secondary school persistent absence rate	6.5	6	▲	6.4	✓
NI 92	Narrowing the gap - lowest achieving 20% the Early Yrs Foundation Stage Profile vs the rest	42	37.2	▲	36.7	✗
NI 93	Progression by 2 levels in English between Key Stage 1 and Key Stage 2	83	83	◀▶	87	✗
NI 94	Progression by 2 levels in Maths between Key Stage 1 and Key Stage 2	80	82	▲	80	✓
NI 99	Children in care reaching level 4 in English at Key Stage 2	80	42.1	▼	50	✗
NI 100	Looked after children reaching level 4 in mathematics at Key Stage 2	93	47.4	▼	55	✗
NI 101	Looked after children achieving 5 A*-C GCSEs (or equivalent) at KS 4 (with English and Maths)	6	10	▲	20	✗
NI 116	Proportion of children in poverty	n/a	1.3% gap between the north East average (24.2%) and Sunderland (25.5%) as at April 2007		1.9%	n/a
NI 117	16 to 18 year olds who are not in education, employment or training (NEET)	13.2	9.7 (Dec 2009)	▲	9.5	✓
NI 152	Working age people on out of work benefits	17.5%	18.8% (May 09)	▼	20.5%	✓
NI 153	Working age people claiming out of work benefits in the worst performing neighbourhoods	30.2%	30.6% (May 09)	▼	31.8%	✓
NI 161	Learners achieving a Level 1 qualification in Literacy	1661	n/a	n/a	973	n/a
NI 162	Learners achieving an Entry Level 3 qualification in Numeracy	204	n/a	n/a	114	n/a
NI 163	Working age population qualified to at least level 2 or higher	68.6%	65.4%	▼	66%	✗
NI 171	VAT registration rate	33.2 per 10,000 pop	n/a	n/a	36.1 per 10,000 pop	n/a

Key risks and related improvement activity are described in the following sections.

3.1.2 NI 73: Achievement at level 4 or above in both English and Maths at Key Stage 2. Performance 3% points below its challenging target and 2% points below national average. This fall was due mainly to the 2009 English results where there were falls in both reading and writing standards. School Improvement Partners will have a key role in challenging schools on their progress towards agreed school targets and the identification of interventions where required. Specific support focussed on raising English include: promote and develop the use of Support for Writing and Talk for Writing materials;

target underperforming schools at Key Stage 2 and implement the Every Child a Writer (ECaW) programme in 30 schools; engage targeted schools, where attainment in writing is low, in relevant development activity

3.1.3 NI 100: Children in care reaching level 4 in English (NI 99) and level 4 in maths at Key Stage 2. Results this year were substantially lower than previous year due to exceptional performance of children in 2008. There is an overall upward trend in performance over the last three years. Strategies to raise performance in 2010 include supporting every looked after child who is not making the required level of progress with one to one tuition in core subjects. Each child in Years 4 to 7 has also been supplied with an ultra portable laptop including mobile broadband connectivity to support learning in and out of school.

3.1.4 NI152 & NI153: There has been an increase in the number of residents, of working age, claiming out of work benefits due to the recent economic downturn most notably impacting upon those areas of high deprivation. The economic climate has also had an impact upon new business registrations as well as amendments to the supporting definition of this measurement (NI 171). Targets have been renegotiated for 2010/2011. Improvement interventions include:

Develop and review the four work streams that constitute the Sunderland Prosperous Delivery Partnership:

- i) Developing Economic Prosperity
- ii) Infrastructure For Business
- iii) Supporting Business And Economic Growth
- iv) Employment Opportunities For All

Establish a Performance Framework for the Economic Master Plan.

Develop and Implement with the Learning Partnership a Skills and Employability Strategy.

Deliver the Local Development Framework, providing clear guidance on physical opportunities and acceptable sustainable land use.

Promote the City as a competitive business location; working with partners to deliver a range of business support and investment activities.

Increase the number of Local Employment Partnerships (LEPs) within the City, creating increased employment opportunities for long term unemployed and disadvantaged groups.

3.1.5 NI163: Proportion aged 19-64 for males and 19-59 for females qualified to at least Level 2. The latest available data refers to 2008 through the Annual Population Survey. Reliability of this data year on year has been raised, however Sunderland shows a positive trend, increasing from 60% in 2004 to 61% in 2006 to 65% in 2008. More up to date analysis will be available in August 2010.

LAA theme - Healthy City						
NI Ref	Performance Indicator	2008/09 Outturn	Latest Update 2009/10	Trend	Target 2009/10	On target
NI 39	Alcohol-harm related hospital admission rates	2378 per 100,000	2549.3 per 100,000	▼	2207 per 100,000	✘
NI 50	Emotional health of children	66.9%	62.3%	▼	69.5%	✘
NI 56	Obesity among primary school age children in year 6	21%	20.2%	◀▶	22%	✘
NI 63	Stability of placements of looked after children: length of placement	67.3%	67.15%	◀▶	74%	✘
NI 112	Under 18 conception rate (per 1000 females)	-6%	58.43	▲	-46.4	✘
NI 120	All – age mortality rates	562 (females) 777 (males)	578.7 (females) 851 (males)	▼	546 (females) 748 (males)	✘
NI 123	16+ current smoking rate prevalence	1100 per 100,000	774.36 per 100,000	▼	1,437 per 100,000	✘
NI 130	Social care clients receiving Self Directed support	0.06%	6.73%	▲	8.5%	✓
NI 136	People supported to live independently through social services (all ages)	3124.19	2865.2	▼	3415	✘

Key risks and related improvement activity are described in the following sections.

3.1.6 NI 39: The rate of hospital admissions per 100,000 for alcohol related harm is increasing as a consequence of NHS investment in alcohol treatment services. Latest performance is 2636 admissions per 100,000 population (April to September 2009) which is considerably more than the 2009/10 target of 2207. The significant investment to tackle alcohol issues in Sunderland, is being made through a new Alcohol Strategy. This includes Alcohol Treatment programmes targeted towards violent offenders with alcohol misuse issues. New alcohol services are being commissioned which include:

- Enhancement of Tier 1 and 2 provision. Widen the scope of delivery of screening and brief interventions to ensure that interventions can be offered to 20% of the estimated Hazardous drinking population annually (approx. 4930)
- Enhancement of Tier 3 and 4 provision. Expand tier 3 services to provide treatment for 20% of the estimated Harmful drinking population annually (approx. 1242)
- Expansion of tier 3 and 4 services to provide treatment for 205 of the estimated Moderate and Severe Dependent Drinking populations annually (approx. 150) Reducing alcohol use in young people

3.1.7 NI 50: Emotional health of children. Indicator is based on the percentage of children with good relationships and is derived from the Tellus 4 survey. This is defined as the percentage of children who answered 'true' to having one or more good friends and answered 'true' to at least two of the statements about being able to talk to their parents, friends or another adult. Although performance in Sunderland has declined over the last two years, between

Tellus 3 and 4 surveys, there has been a similar pattern across England. Sunderland's strong performance is highlighted through being ranked 2nd best local authority in England for this indicator in 2009/2010.

- 3.1.8 NI 63: Stability of placements of looked after children: length of placement. Indicator has declined very slightly from the year end 2008/2009 figure of 67.3% to a 2009/2010 Q3 performance of 67.1%. This is a rise on the position at the end of Q1 and Q2 and Sunderland compares well with both local and statistical peer group.
- 3.1.9 NI 120: Latest performance relates to 2006 – 2008 pooled rates and mortality rates have increased since the previous reporting period and are not on schedule to achieve the 2009/2010 target of 546 for females and 748 for males per 100,000 population. A number of Masterclasses are being held as part of the Bakers Dozen work by the Health Inequalities National Support team. The outcomes of these masterclasses will be incorporated into the partnership's Delivery Plans as part of ongoing action planning at the end of March / early April along with relevant outputs when the work of the national team is completed. In addition a programme of Health Checks is being implemented - 8348 checks are programmed for 2009/2010. Cardiovascular risk programme process model has also been developed to form the basis for commissioning requirements during 2010/2011. Target outputs from this programme will be available when commissioning has been undertaken. The Wellness Service has also developed a range of preventative services, targeted interventions and specialist support services at a local level, across its 7 Wellness Centres in the city.
- 3.1.10 NI 123: Latest performance (April to December 2009) is 749.8 smoking quitters per 100,000 population. Performance has declined compared to 2008/2009 and is currently not on schedule to meet the 2009/10 target of 1437 quitters per 100,000 head of population. Key actions to improve this position include;
- Expanding and improving intermediate and specialist services (tier 2) for existing and new providers to support the doubling of throughput of stop smoking services,
 - Development of the pregnancy and training roles and a focus on key priority groups
 - Improved commissioned service models, and training, to improve rates of access to smoking cessation services, including in the community and with "hard-to-reach" groups and re-establishment of local tobacco alliances
- 3.1.11 NI 136: The latest performance update for the measure that relates to this objective is currently lower than the target of 3284 per 100,000 for 2009/2010, and it is unlikely that performance target will be met. The Directorate of Health, Housing and Adult Services is currently addressing this issue, via developing community "in-reach" solutions as part of the Council's overall Customer Service strategy. For example, the Council is working on a Department of Health pilot with Church View Medical Practice to better identify people who might need some help, e.g. who feel isolated, need financial advice or improve

their health and wellness, and has already identified a small number of people that both the GP practice and the Council need to provide a greater level of support. The principles of the pilot will be rolled out to the North, as well as West, Sunderland Area, working with another GP, and is expected to identify a far wider range of individuals more pro-actively in 2010/2011. These solutions will mean that the Council will start to improve its performance against this indicator as a result of this locality-based working, including the use of in-reach teams to penetrate into communities, improved marketing and working with the Third Sector to build capacity and more focussed outcomes.

LAA theme – developing high quality places to live						
NI Ref	Performance Indicator	2008/09 Outturn	Latest Update 2009/10	Trend	Target 2009/10	On target
NI 154	Net additional homes provided	299	339	▲	90	✓
NI 159	Supply of land ready to develop housing sites	145%	n/a	n/a	100%	n/a
NI 195	Improved street and environmental cleanliness					
	a) litter	4%	2%	▲	9%	✓
	b) detritus	5%	4%	▲	7%	✓
	c) graffiti	4%	1%	▲	3%	✓
	d) fly posting	0%	0%	◀▶	1%	✓
NI 192	Household waste Recycled and composted	25.59%	29.1%	▲	30%	✓
NI 19	Rate of proven reoffending by young people	0.96	0.5 (Sept 09)	▲	1.1	✓
NI 20	Assault with injury crime rate (per 1000 population)	8.84	5.62	▲	-5 reduction	✓
NI 30	Reoffending rate of prolific and priority offenders (reduction in convictions)	1.10	16 (offences) Apr to Jun 09	◀▶	17% reduction in convictions (127 proven offences)	✓
NI 32	Repeat incidents of domestic violence	34%	30%	▲	34%	✓
Ni 38	Drug related (Class A) offending rate	1.08	n/a	n/a	Average 9.9% below baseline across 09/10 and 10/11 cohorts	n/a

There are no key risks in relation to the ‘Developing High Quality Places to Live’ theme.

3.2 Budget Consultation

3.2.1 The annual budget consultation took place during October / November 2009. The consultation included a survey followed by participatory workshops, both of which focused on how best to meet the needs of residents in relation to some priority issues. The issues were identified by listening to the views of local people and taking into account other priorities, such as those identified by government or through inspections of council services. 1,075 Community

Spirit panel members completed the survey which represented a response rate of 67%.

The questionnaire focused on seven priority areas and asked whether:

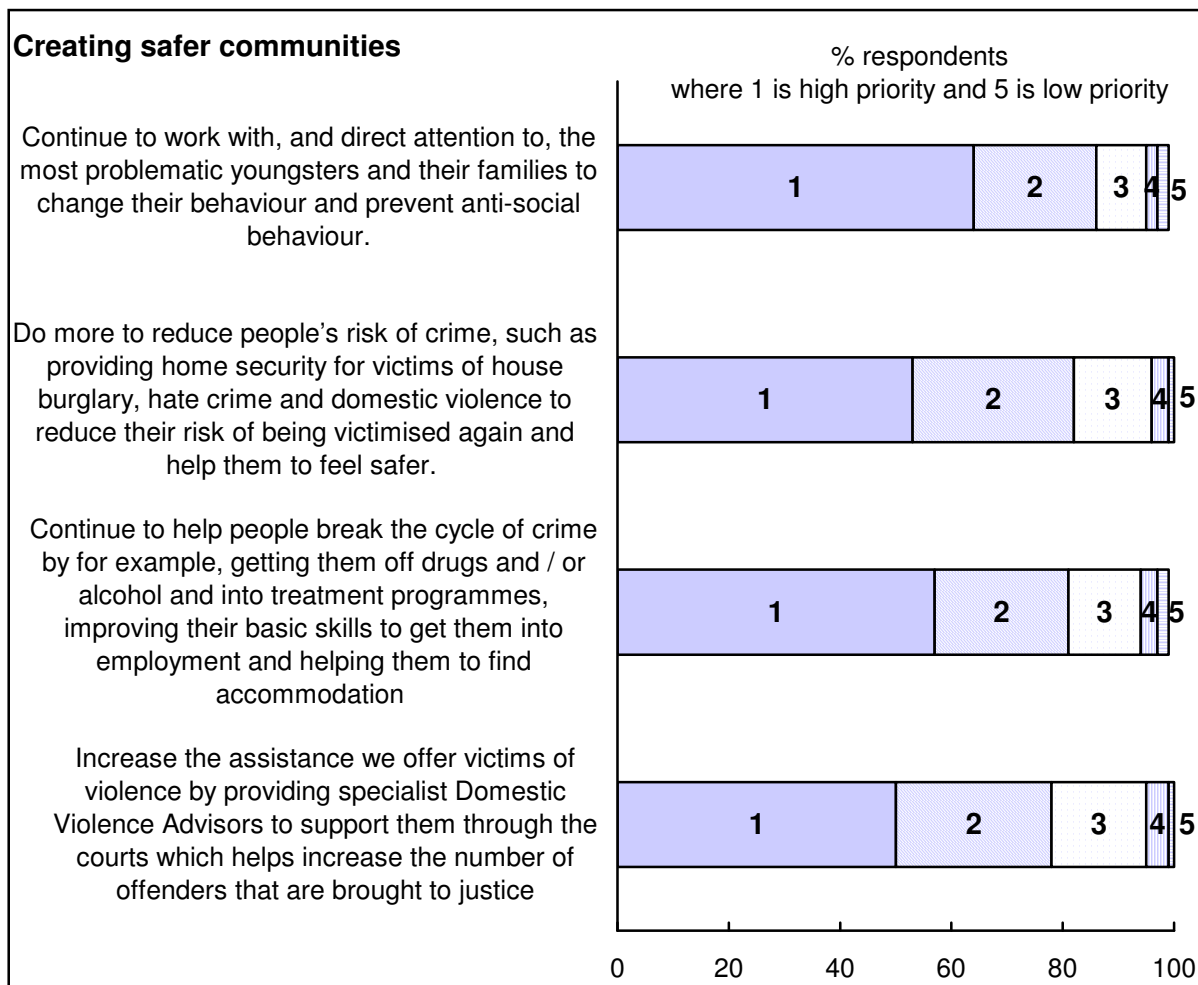
- The issue has got better, worse or stayed the same in the last 12 months
- How much of a priority proposed approaches should be in terms of addressing the issue
- There is anything else we can do to address the issue.

An overview of each of the seven priority areas is as follows

3.2.2 Creating safer communities

Of those who expressed an opinion, the majority of respondents (72%) believe that community safety has stayed the same in their local area over the last 12 months. A further 15% think it has got better and 13% believe it is worse.

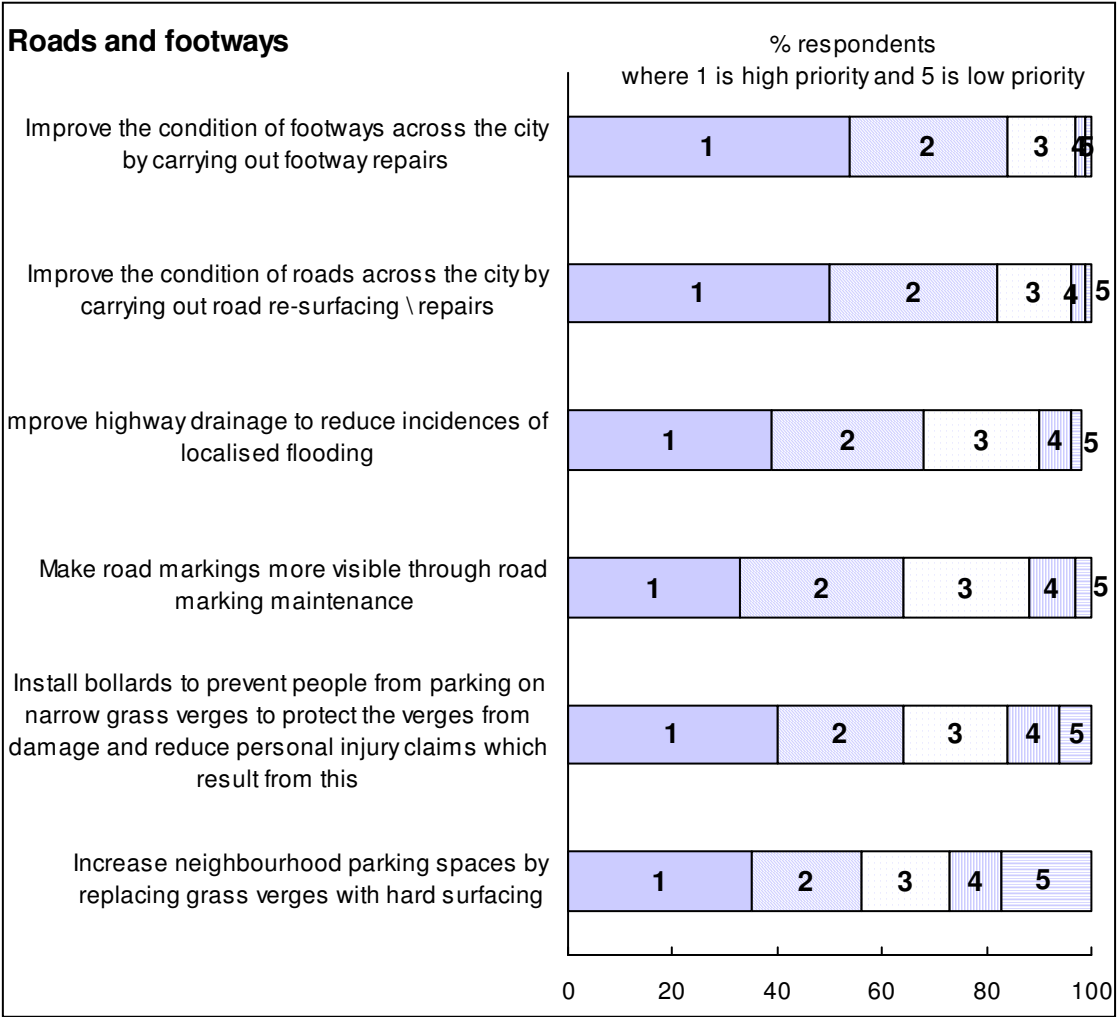
The vast majority of respondents considered all of the approaches to improving community safety presented to be a priority (ranked them as 1 or 2) as shown below. Working with the most problematic youngsters and their families to change their behaviour and prevent anti-social behaviour was most important relatively.



3.2.3 Roads and footways

Of respondents who expressed an opinion, 47% think that roads and footways have stayed the same over the last 12 months, 38% feel they have got worse and 16% think they have got better.

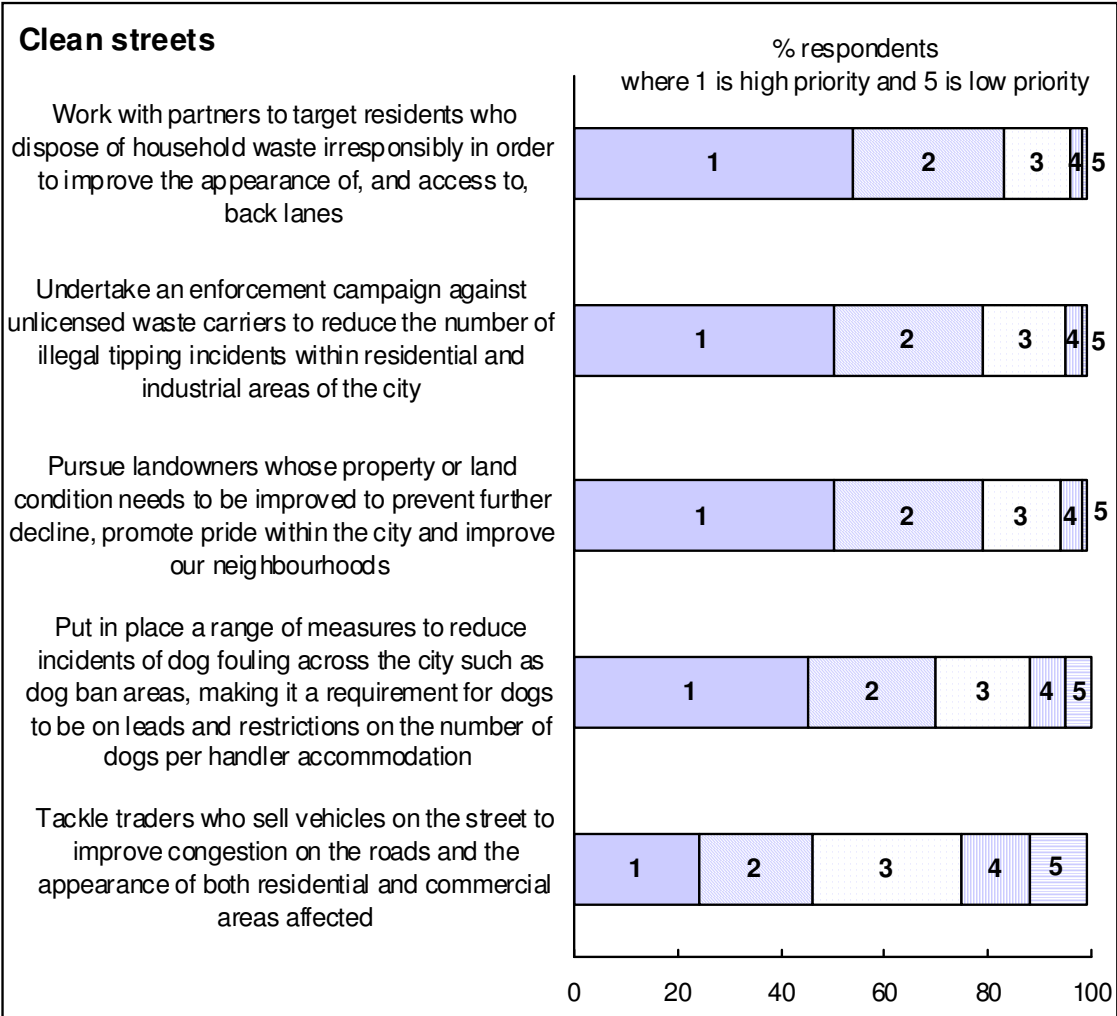
The majority of respondents considered all of the approaches to improving footways and roads to be high priority (ranked them as 1 or 2) with improving the condition of footpaths to be most important relatively. Respondents are somewhat more divided about replacing grass verges with hard surfacing.



3.2.4 Clean streets

Of those who expressed an opinion, the majority of respondents (60%) believe that the cleanliness of streets in their local area has stayed the same over the last 12 months whilst the remainder are divided between thinking they have got cleaner (21%) and dirtier (19%).

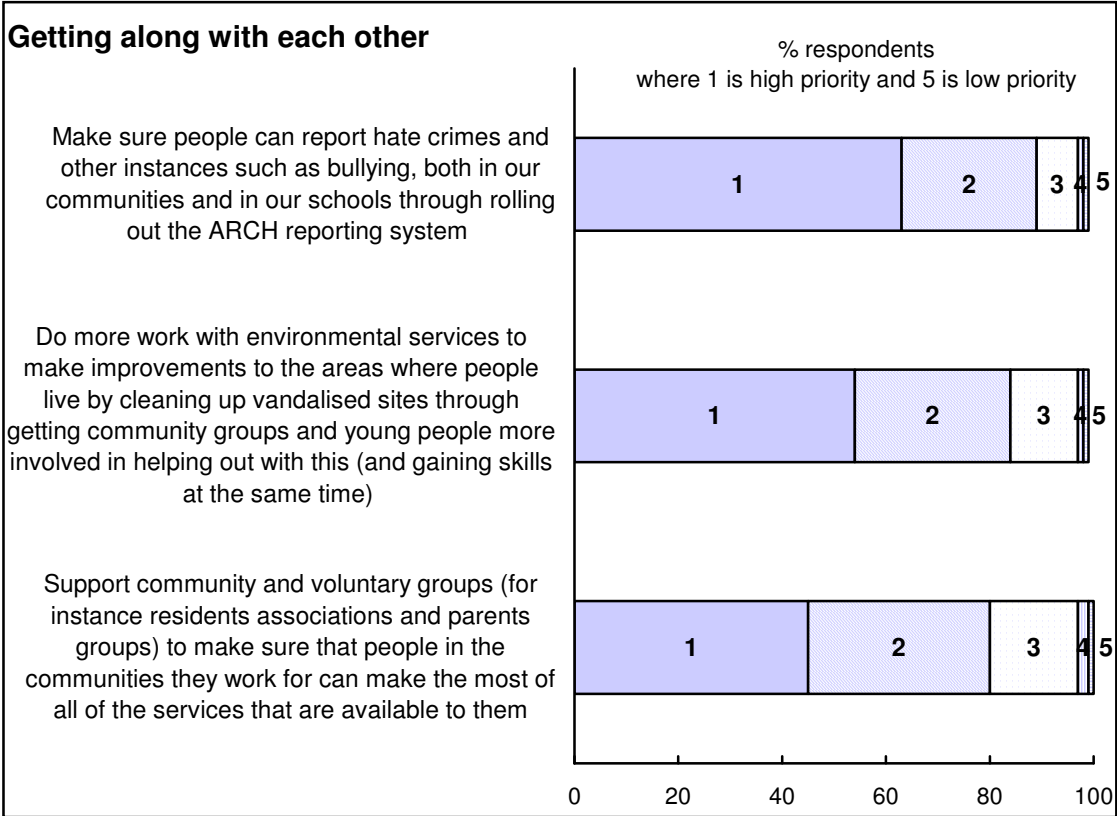
Four of the five approaches to keeping our streets clean were considered to be high priority (ranked 1 or 2) by the majority of respondents as shown below. The most popular approach was in terms of targeting those who dispose of waste irresponsibly to improve back lanes. Respondents were more divided over tackling traders who sell vehicles on the street.



3.2.5 Getting along with each other

The majority of respondents who expressed an opinion (77%) think that the way in which people get along together in their local area has stayed the same over the last 12 months. A further 15% believe it has got worse and 8% think it has got better).

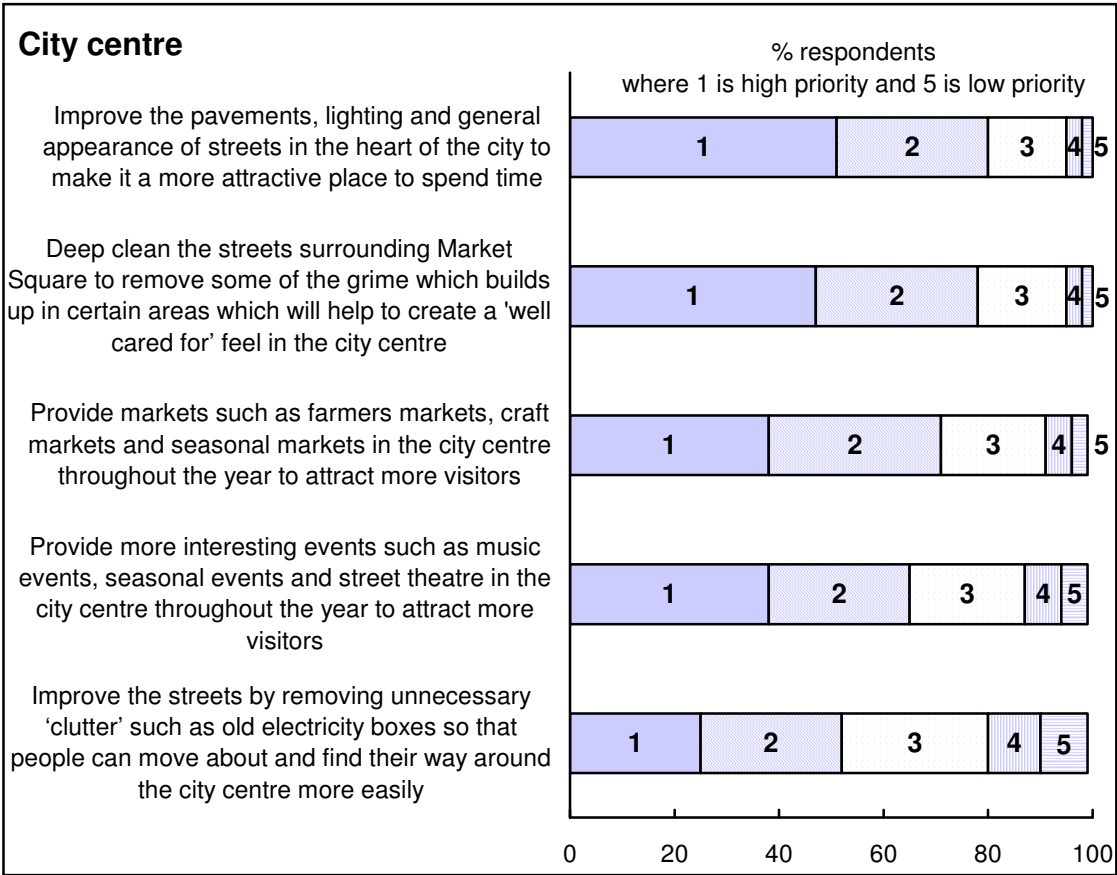
The majority of respondents considered all of the approaches to improving the way in which people get along together to be high priority (ranked them as 1 or 2) as shown below. The most favoured approach relatively was in terms of the ARCH reporting system for hate crimes and bullying.



3.2.6 City centre

Respondents' views were more divided over the city centre – of those who expressed an opinion 47% believe it has stayed the same over the last 12 months but 31% believe it has got better and 22% think it is worse.

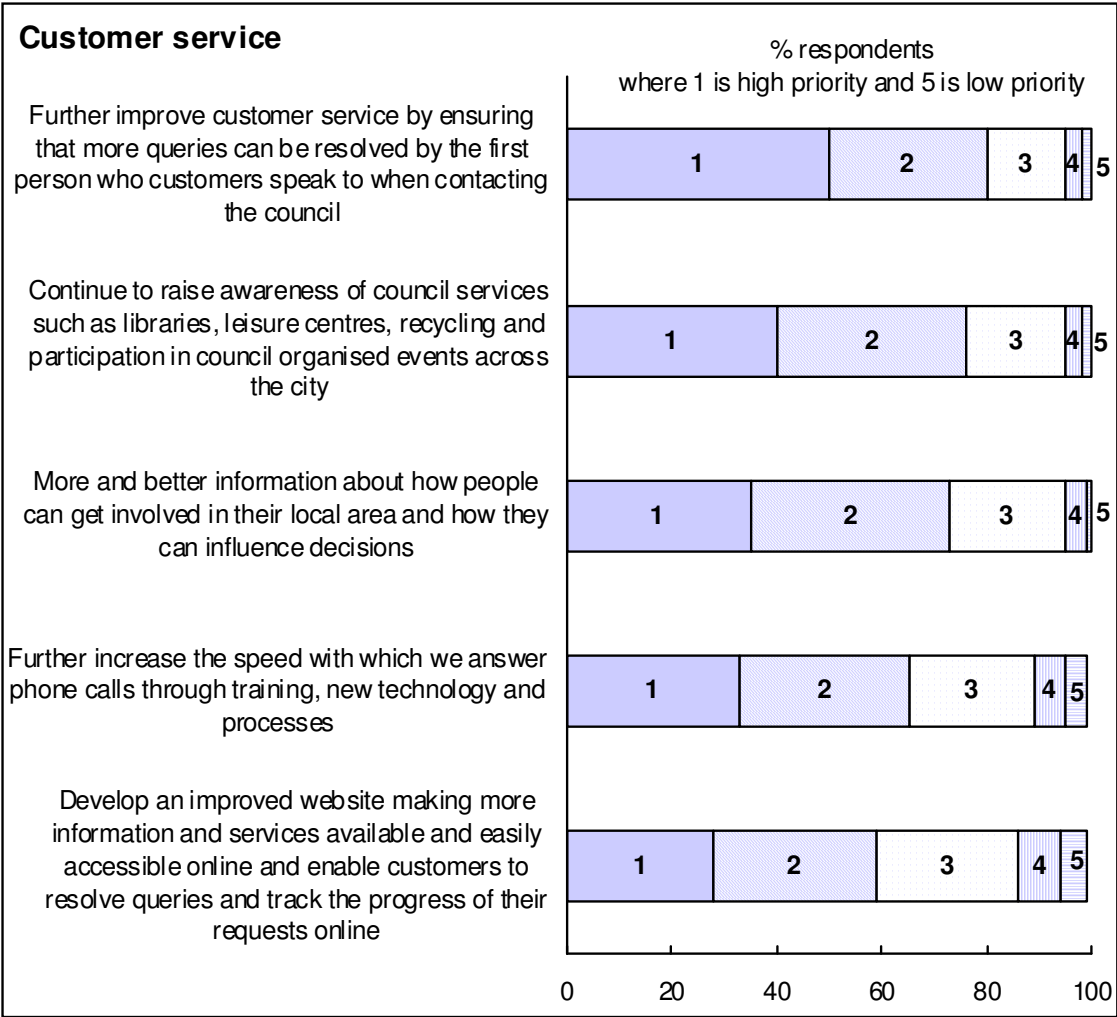
As can be noted from the graph below, the two approaches which relate to improving the appearance and cleanliness of the city centre were highest priority relatively, although the provision of markets and more interesting events were still considered to be a priority (ranked 1 or 2) by more than 6 in 10 respondents.



3.2.7 Customer service

Of those who expressed an opinion, 67% of respondents think that customer service has stayed the same over the last 12 months with 27% believing it has got better. Only 6% consider it to be worse.

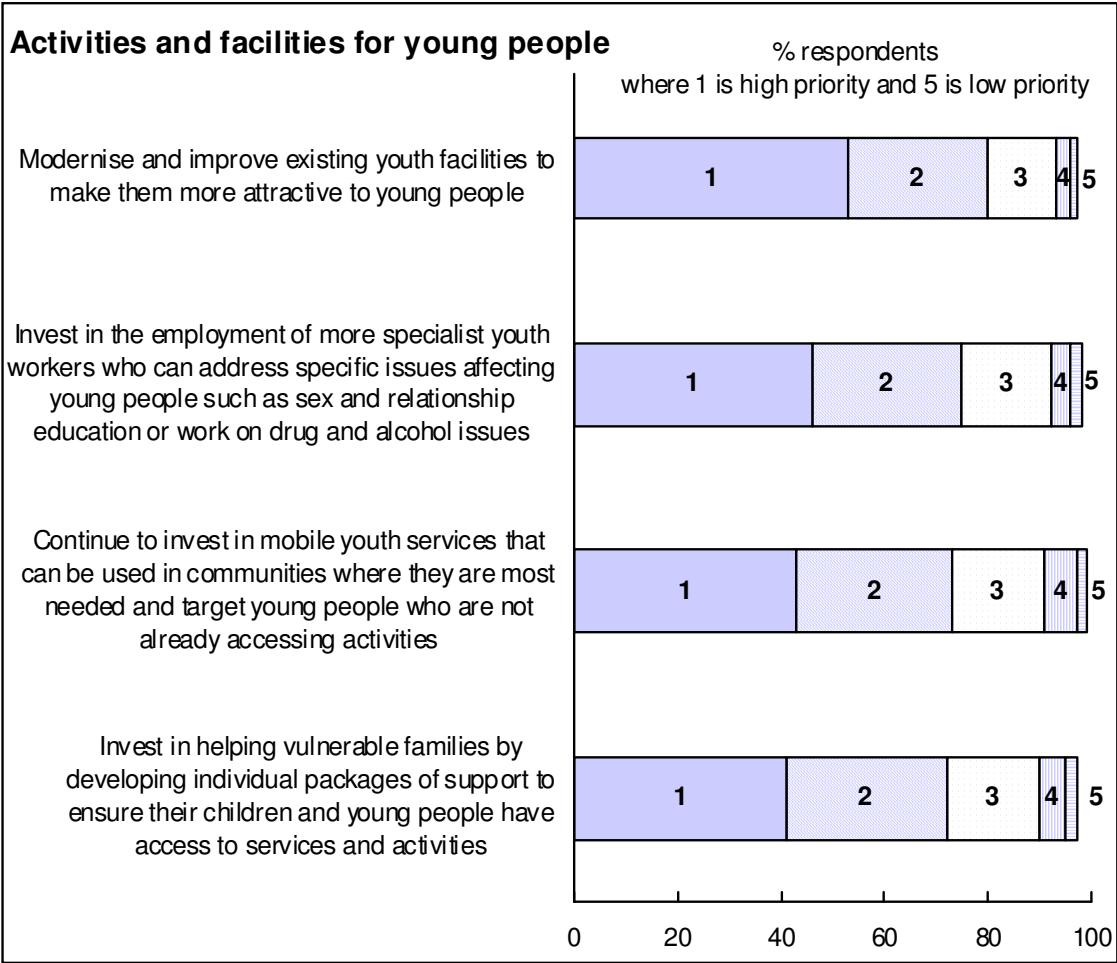
Again the majority of respondents consider the approaches to improving customer service to be a priority (ranked 1 or 2), as shown below. The most popular is about queries being resolved by the first point of contact at the council.



3.2.8 Activities and facilities for young people

Sixty-one percent of respondents who expressed an opinion think that activities and facilities for young people have stayed the same over the last 12 months with similar proportions believing they have got better (20%) and worse (19%).

The majority of respondents considered all of the approaches to improving activities and facilities for young people to be high priority (ranked them as 1 or 2) as shown below. The most popular approach was in terms of modernising and improving existing youth facilities.



3.2.9 A series of workshops were held where participants were asked to prioritise a range of approaches to addressing the budget priorities that emerged from the survey results. Each group was asked to prioritise 16 approaches to addressing the following eight budget priorities:

Creating safer communities	Clean streets
Helping people to live independently in their own home	Roads and footways
Getting along with each other (community cohesion)	City Centre
Activities and facilities for young people	Customer Service

3.2.10 The groups were firstly asked to allocate 100 points according to order of priority across the approaches. The results were recorded for each group and were added up to give an overall total and rank order. The table below shows the top priorities.

Summary of Approaches	Total Points	Rank order
Supporting people to live in their own homes - Extend the range of support services (for example, advice and advocacy services) to enable more people to direct their own social care budgets.	159.5	1
Creating safer communities - Youth Crime Family Intervention Programme (FIP) - Project workers to work with young people at a high risk of offending who come from a small number of families with a history of offending and a high risk of continued offending.	158	2
Roads and footways - Invest additional funds in footways to help to reduce trip hazards and the potential for pedestrians to suffer slips, trips, or falls.	145	3
Supporting people to live in their own homes - Continue to extend the availability and range of services that can be provided through the evening and overnight, for example, the Sunderland Telecare service which includes household / personal alarms and sensors that indicate when a person might be at risk and provides a rapid response service.	141.5	4
Activities and facilities for young people - Staffing and running costs of the new 'state of the art' mobile youth buses to bring provision and services into areas where there are no suitable venues and target young people not already accessing positive activities.	138	5
Creating safer communities - Review the way in which we identify people who are highly vulnerable (due to their personal, social or economic circumstances) and are at a high risk of becoming victims of crime and anti-social behaviour. This will help us to identify improvements so that we can help people from an early stage and prevent problems escalating.	136	6
Getting along with each other Make sure people can report hate crimes and other instances such as bullying, both in our communities and in our schools by rolling out the ARCH reporting system across the city and into schools.	120	7

3.2.11 The groups were also asked to choose their top three priorities and provide reasons for their choice. The following priorities emerge:

Supporting people to live in their own homes - continue to extend the availability and range of services that can be provided through the evening and overnight..	1
Creating safer communities - Youth Crime Family Intervention Programme (FIP)	2
Creating safer communities - Review the way in which we identify people who are highly vulnerable (due to their personal, social or economic circumstances) and are at a high risk of becoming victims of crime and anti-social behaviour.	Joint
Supporting people to live in their own homes - Extend the range of support services (for example, advice and advocacy services) to enable more people to direct their own social care budgets.	3rd

Overleaf is a summary of how resources will be directed to the **top priorities**:

3.2.12 Creating Safer Communities

There has been a number of reductions in crime in Sunderland over the last year. Overall crime continued to fall and remains below the national average with 782 fewer victims of crime. Youth crime fell by 6% and re-offending of young people in Sunderland is lower than similar areas. Recorded anti-social behaviour continued to fall with almost 5900 fewer incidents and 4000 fewer youth related anti social behaviour incidents in the last year. Surveys also tell us that people are starting to feel safer and less worried about crime.

The top two priorities identified during the consultation in relation to safer communities were the:

- The Family Intervention Project
- Reviewing the way in which we identify people who are highly vulnerable

3.2.13 Family Intervention Programmes

A sum of £145,000 (including Home Office Funding) will be allocated to the Anti Social Behaviour Family Intervention Programme. This will involve intensive work (e.g. parenting support and one-to-one work) with the most problematic youngsters and their families to break the cycle of offending, change behaviour and reduce re-offending. Since April 2007, 59 families have been supported by the programme.

In 2010/2011 a sum of £325,000 will be allocated to the Youth Crime Family Intervention Programme. This programme works alongside the Anti Social Behaviour Family Intervention Programme to identify families with a high risk of offending. Since March 2009 the programme has supported 39 families comprising 91 young people

3.2.14 Identifying people who are highly vulnerable

Additional funding of £79,000 from Communities and Local Government will help to improve the way in which we identify people who are highly vulnerable due to their personal, social or economic circumstances and are at high risk of becoming victims of crime and anti-social behaviour. This will involve the recruitment of a Victim Support worker specialising in anti social behaviour and training for staff across partner agencies to improve processes and procedures

3.2.15 Greater police presence

A further priority identified by respondents was in relation to a greater police presence. Northumbria Police has adopted a National Policing Pledge to provide a visible, accessible and responsive service. This means that Neighbourhood Policing Teams now spend at least 80% of their time working in local neighbourhoods tackling priorities. This includes regular foot patrols to reassure the public and to build trust and confidence in the community. It also includes monthly meetings where the police and partners discuss local issues

with residents and agree what action can be taken. If you are interested in attending a local meeting please contact 0345 6043043.

3.2.16 Supporting people to live independently in their own homes

In October 2008, the council launched Sunderland's 15 Year Plan for Adult Social Care. One of main aims is for every person to have the support to live independently in their own home or community, if that is what they want. The following two approaches to help achieve this were identified as high priority during the budget consultation:

- Continuing to extend the availability and range of services that can be provided through the evening and overnight such as the Sunderland Telecare service
- Extending the range of support services (for example, advice and advocacy services) to enable more people to direct their own social care budgets.

During 2010/2011 the council will allocate additional resources to these priorities. An additional £2.636 million will be invested in:

- Staff and equipment for the Telecare service which enables people to live in their own home for longer, with increased safety, confidence and independence. For example, household / personal alarms and sensors that indicate when a person might be at risk and provides a rapid response service
- Provison to meet potential additional costs that may arise through the recent government announcement to provide free personal care to those with assessed high care needs
- Meeting the costs of residential and nursing accommodation provided through independent care providers.

An additional £1.58 million will be allocated as part of the Social Care Reform Grant to support the modernisation of Adult Social Care services. Part of this modernisation will be to continue to improve the process by which people are assessed for Adult Social Care. For example, some of the changes that have already been made are the introduction of a team of Independent Living Officers who are able to assess individuals for smaller items of equipment (such as bath boards and grab rails) and fit and install the item within the same day from the stock of items they carry. The grant will also be used to pilot the latest developments in Telecare equipment to help people with more complex needs live independently in their own homes for longer.

Modernisation will also include extending the range of support services available to assist more people to direct their own social care budget. This means that they can have more choice and control over how the services they need are delivered, if that is what they wish. For example, the Social Care Resource Agency helps people who direct their own social care budget to identify opportunities and services within the community to meet their assessed needs.

3.2.17 Activities and facilities for young people

Activities and facilities for young people was an important priority not only in terms of providing young people with things to do but in terms of community safety and how communities get along together.

Investment of £300,000 was secured in 2009/2010 to support the expansion of youth initiatives including the XL Youth Village events which take place on Friday and Saturday nights across the city. The events have attracted many young people who did not previously access youth facilities and have led to significant reductions in anti-social behaviour.

In order to enhance the provision of mobile youth facilities, further investment of £150,000 has been identified in 2010/2011. Two mobile youth buses will deliver activities to areas across the city with little or no youth provision on Monday to Thursday evenings. They will be accompanied by elements of the Youth Village such as the football cage and Music Marquee.

The Youth Opportunity Fund (YOF) and Youth Capital Fund (YCF) were introduced by the Government in April 2006 as a means of developing young people's involvement in decision-making. Since then groups of young people have been supported to access a total of £1,836million funding. More than 11,800 young people have benefited from improved provision and activities, more than 600 young people are managing diverse youth projects as youth leaders, participants and young volunteers, and 81 youth projects in Sunderland have been funded. There is one year left of this Government initiative. In 2010/2011 young people will be deciding on how a total of £375,000 (YOF) and £404,000 (YCF) will be spent on youth-led projects in the areas of most need, with the aim of funding.

In terms of sports facilities:

- An additional £116,000 will be allocated to supplement the specific government grant available, to support the free swimming initiative for the over 60's and under 16's for the remaining year of a two year time limited period
- The council has allocated £700,000 to develop football facilities across Sunderland which has enabled us to bring in conditional funding of an additional £1 million from the Football Foundation and partners across the city. This will help us to make a range of improvements to football changing pavilions, pitches and other related facilities
- Over the last 2 years a range of new or substantially improved play areas were developed following funding from the Big Lottery Fund and Pathfinder. An additional sum of £85,000 will be allocated to maintenance.

3.2.18 Roads and footpaths

In terms of roads and footpaths, the top two priorities identified during the consultation were about improving the condition of both roads and footpaths through repairs / re-surfacing. Improving footpaths was highest of these priorities. During 2010/2011 the council will allocate an additional sum of £400,000 to supplement the existing Highways Maintenance budget and address the backlog of maintenance and incidence of claims. The majority of claims are made by pedestrians in relation to footways in residential areas and in previous years this has reduced the number of successful accident claims and substantially reduced our insurance premiums.

Allocation of the budget will be made between road maintenance and footway maintenance. Decisions will be based on a range of evidence including condition, location and usage to determine priorities. Part of this funding will also be considered to support a pilot based approach to local road safety schemes where there is a clear community desire to see a scheme implemented.

Existing budgets will also be used to continue with the development of a Highways Asset Management Plan (HAMP). This will ensure the provision of good quality information upon which to base decisions about ongoing investment, prioritisation of maintenance funding and maximisation of the impact of investment across the highway network. The resources the council has to make improvements to the highway are limited, and must be targeted at those areas where benefits can be achieved in line with the council's overall transport strategy. Priority is therefore given to implement measures to improve child pedestrian safety, reduce the number and severity of accidents involving personal injury and to encourage the use of modes of transport more sustainable than the private car.

A number of additional comments were given in relation to parking issues, particularly in relation to damage and obstruction to pavements and grass caused by irresponsible parking. Careless parking represents a serious hazard to pedestrians, especially those using wheelchairs or those suffering from a visual impairment and it is also an inconvenience for people with pushchairs and buggies. It is an offence under the Road Traffic Act 1988 to park vehicles on verges or footpaths without good cause.. The council recognises this as a serious issue and along with the other councils in Tyne & Wear, has commissioned the 'Park Right First Time' campaign. This has included a TV advertisement and website aimed at encouraging positive behaviour.

3.2.19 Getting along with each other

Sunderland ARCH is a reporting system which allows people to report racist incidents that have happened to them or that they have witnessed in Sunderland. An important priority in terms of helping communities get along together was the roll out of out the system across the city and into schools.

In 2010-2011 the ARCH system will be further developed, meaning that people can report other hate crimes such as homophobic incidents, disability incidents and instances of bullying. An ARCH Development Officer has been appointed who will be responsible for this work. This will involve work with schools and other organisations such as housing groups and the police to train people about how the system works, to encourage reporting onto the system and to ensure that the information on the system is used to do something to address problems, including ensuring that the victim is supported. The roll out in schools will start with a pilot in 5 Sunderland schools in the summer term 2010. Training will be given to teachers and pupils around the importance of reporting racist incidents. ARCH will also work with youth projects in Sunderland so that young people are able to report racist incidents outside school times. Finally ARCH is also linking with the Anti-Bullying Strategy Group to look at using ARCH to record all bullying incidents in schools

3.3 Policy Review Recommendations

3.3.1 The recommendations agreed as part of each Scrutiny Committee's Policy Reviews will deliver a range of improvement activity. A full overview of progress in relation to each individual Policy Review recommendation has been reported to each Scrutiny committee. The table below provides a summary of the number and percentage of each policy review's recommendations that have been achieved, are on schedule to be achieved, or are not on schedule to be achieved using a red, amber, green traffic light assessment.

Policy Review	Rag Key		
	★ Green (Recommendation achieved)	● Amber (On schedule)	▲ Red (Not on schedule)
Fear of Crime	6 (32%)	13 (68%)	0 (0%)
Dementia Care	12 (54%)	5 (23%)	5 (23%)
Home Care Provision	0	11 (100%)	0
Traffic Issues	1 (12.5%)	3 (37.5%)	4 (50%)
Economic Challenges	2 (33%)	4 (67%)	0
A Place to Play	1 (5%)	13 (65%)	6 (30%)
Alcohol & Young People	0	8 (100%)	0
Total	22 (23%)	57 (61%)	15 (16%)

As can be seen in the table 84% of recommendations are either on schedule, or have been achieved since April 2009. Remedial activity is in place in respect of the 15 recommendations that are currently not on schedule to deliver.

4.0 Recommendation

- 4.1 That the committee considers the continued good progress made by the council and the Sunderland Partnership and those areas requiring further development to ensure that performance is actively managed.

Management Scrutiny Committee								Comments
Ref	Description	2008/2009 Outturn	Latest Update	Time Period	Trend	2009/2010 Target	On Target	
Corporate Improvement Objectives								
Delivering customer focused services								
National Indicators								
NI 14	Avoidable contact: the proportion of customer contact that is of low/no value to the customer	26.6%		Annual		This is the baseline year		
Efficient and Effective Council								
National Indicators								
NI 179	Value for money- total net value of on-going cash-releasing gains since start of 2008-9	£13,196,050		Annual		£21,171,018 forecast	n/a	
Local Indicators								
BVPI 2a	The level (if any) of the Equality Standard for Local Government to which the authority conforms.	Level 3	Level 3	April to Dec	◀▶	Level 3	✓	
BVPI 8	The percentage of undisputed invoices paid on time	97.19%	97.12%		▼	97.20%	✗	
BVPI 9	Percentage of Council Tax collected by the Authority in the year.	96.54%	81.17%		▲	97%	✗	It is forecast that by the end of the financial year 96.65% of council tax will have been collected which is an improvement on the 96.54% collected in 2008/09. Performance has been impacted by the economic downturn, and customers ability to pay. Additional resources have been employed but it is not anticipated the 97% target will be met.
BVPI 10	The percentage of non-domestic rates due for the financial year which were received by the authority.	98.7%	83.17%		▲	99.55%	✗	The target will not be met due to the number of insolvency cases in 2009/2010 which is outside the control of the Council.
BVPI 11a	The percentage of top 5% of earners that are women.	39.41%	40.88%		▲	42.50%	✗	The indicator relies in the main upon staff turnover which has declined due to the economic climate. It is unlikely that this indicator will improve before the end of the financial year as the internal jobs market comes into effect.
BVPI 11b	The percentage of top 5% of earners from black and minority ethnic communities.	1.6%	2.42%		▲	1.90%	✓	
BVPI 11c	% of the top paid 5% of staff who have a disability. (excluding those in maintained schools.)	1.87%	2.10%		▲	3%	✗	The indicator relies upon staff turnover and people declaring themselves as having a disability. Staff turnover has declined due to the economic climate. As part of the next employee survey staff will be encouraged to declare any disability they may have that they are currently not declaring.

Management Scrutiny Committee								Comments
Ref	Description	2008/2009 Outturn	Latest Update	Time Period	Trend	2009/2010 Target	On Target	
BVPI 12	The number of working days/shifts lost due to sickness absence.	11.31	8.55		▼	10.2	✘	It is forecast that by the end of the financial year that the number of working days \ shifts lost due to sickness absence will be 12.09 days. The council will continue to implement the attendance management project and will monitor the impact that the Improvement Programme has upon sickness and develop mitigating measures where appropriate.
BVPI 14	The percentage of employees retiring early (excluding ill-health retirements) as a percentage of the total work force.	0.49%	0.32%	April to Sept	▲	0.10%	✘	
BVPI 15	The percentage of employees retiring on grounds of ill health as a percentage of the total workforce.	0.18%	0.06%		▲	0.14%	✓	
BVPI 16a	The percentage of local authority employees declaring that they meet the Disability Discrimination Act 1995 disability definition	2.46%	2.19%	April to Dec	▼	3.20%	✘	The indicator relies upon staff turnover and people declaring themselves as having a disability. Staff turnover has declined due to the economic climate. As part of the next employee survey staff will be encouraged to declare any disability they may have that they are currently not declaring.
BVPI 17a	The percentage of local authority employees from minority ethnic communities.	1.16%	1.23%		▲	1.80%	✘	The indicator relies in the main upon staff turnover which has declined due to the economic climate. It is unlikely that this indicator will improve before the end of the financial year as the internal jobs market comes into effect.
Improving partnership working to deliver one city								
National Indicators								
NI 5	Overall/general satisfaction with local area	76.8		Annual		Not Set		
Creating Inclusive Communities								
We will address the barriers to creating active citizenship and increase the number of people formally volunteering to five percentage points above the national average by 2025								
National Indicators								
NI 7	Environment for a thriving third sector	13.7		Annual		Not Set		
Prosperous City								
By 2021 we aim to provide 15000 new homes in the right place at the right price that people can afford through an affordable housing policy enabling everyone to access the housing market								
National Indicators								
NI 180	The number of changes of circumstances affecting HB/CTB entitlement processed within the year	713.4	1560.2	April to November	▲	945.2	✓	DWP are delayed in advising the Authority of its performance, therefore reporting figures available year to date is only up to November - 1560.2.
NI 181	Time taken to process Housing Benefit/Council Tax Benefit new claims and change events	6.5	7.76	April to Dec	▼	10	✓	Increase in caseload by 2000 in current year has impacted on year on year improvement, performance and additional resources have been employed to mitigate the situation.
Local Indicators								

Management Scrutiny Committee								Comments
Ref	Description	2008/2009 Outturn	Latest Update	Time Period	Trend	2009/2010 Target	On Target	
BVPI 76b	Number of fraud investigators	0.25	0.24	April to Dec	▼	0.24	✓	
BVPI 76c	Number of fraud investigations	22.15	25.24		▲	32.5	✓	The number of fraud investigations is in line with the profile and is forecast to achieve 32.5 by the end of the financial year
BVPI 76d	Number prosecutions & sanctions	4.43	3.64		▼	4.43	✓	The number of prosecutions \ sanctions is in line with the profile and is forecast to achieve 4.43 by the end of the financial year
BVPI 78a	Average time for new claims	18.31	18.01		▲	20.5	✓	Increase in caseload by 2000 in current year has impacted on year on year improvement, performance and additional resources have been employed to mitigate the situation.
BVPI 78b	Average time for changes	6.06	6.42		▼	8.5	✓	Increase in caseload by 2000 in current year has impacted on year on year improvement, performance and additional resources have been employed to mitigate the situation.
BVPI 79a	Accuracy of processing Housing Benefit and Council Tax Benefit claims	99.8	99.73		▼	99.8	✗	Increase in caseload by 2000 in current year has impacted on year on year improvement, performance and additional resources have been employed to mitigate the situation.
BVPI 79b(i)	Percentage of recoverable overpayments recovered (deemed recoverable) (HB)	99.78%	83.61%		▲	90%	✓	Government changes to Housing Benefit and payment of Local Housing Allowances have had an adverse impact on this indicator which is outside the control of the Council, and targets have been adjusted appropriately for next year.
BVPI 79b(ii)	Percentage of recoverable overpayments recovered (debt outstanding) (HB)	44.92%	36.86%		▲	40%	✓	It is forecast that by the end of the financial year that the % of recoverable overpayments recovered will achieve 42%. This will be achieved by focussing on processing changes quickly to minimise overpayments occurring.
BVPI 79b(iii)	Percentage of recoverable overpayments recovered (overpayment debt) (HB)	6.14%	3.74%		▼	6%	✗	

MANAGEMENT SCRUTINY COMMITTEE

IDEA SCRUTINY FITNESS HEALTH CHECK FOLLOW-UP REPORT AND PROPOSED IMPROVEMENT PLAN

REPORT OF THE CHIEF EXECUTIVE

29 April 2010

1. Purpose of Report

- 1.1 To provide Members with the opportunity to consider the findings of the IDeA Scrutiny Fitness Health Check Follow-up Report along with the proposed Improvement Plan, to address the suggested areas for improvement.

2. Background Information

- 2.1 Members will recall that the Improvement and Development Agency for Local Government (IDeA), undertook a Peer Review into the Council's Scrutiny arrangements back in September 2008 which identified key areas for development and fundamental to the effective and future operation of Overview and Scrutiny in Sunderland.
- 2.2 More recently a Follow-up Scrutiny Fitness Health Check was undertaken on 15 and 16 February 2010, with a particular emphasis on partnership scrutiny.
- 2.3 Prior to the IDeA's return visit, a short self-assessment was prepared outlining the changes made since the Peer Review undertaken back in September 2008, along with an assessment of where the City Council's scrutiny arrangements were in respect of partnership scrutiny against the criteria identified in the Centre for Public Scrutiny's Principles of Good Scrutiny (which also included roles and relationships, process and practice, skills and support).
- 2.4 To recap, the IDeA on-site Team comprised of David Armin, IDeA Improvement Manager and Robin Stonebridge, Ex-Member and IDeA freelance consultant.
- 2.5 The IDeA spent a day and a half on-site, meeting with a range of stakeholders as outlined below and observed the meeting of the Environment and Attractive City Scrutiny Committee. The IDeA on-site team provided feedback to a roundtable meeting at the end of their visit, followed up by a written summary of key messages:-
 - (a) Group discussion with partners;
 - (b) Group discussion with Scrutiny Chairs and Vice Chairs

- (c) Group discussion with Scrutiny Members;;
- (d) Interview with the Chief Executive;
- (e) Interview with the Leader;
- (f) Group discussion with officers supporting Scrutiny across service departments; and
- (g) Group discussion with Scrutiny Team.

3. Feedback and Recommendations

3.1 Following the IDeA Team's return visit on 15 and 16 February 2010, a report was published outlining their findings and recommendations for further development (**Appendix A refers**).

3.2 In summary, the published report outlined:

- (a) Clear message of a mass perception of change within the Scrutiny Function, although acknowledged that still in period of transition with encouraging signs: clearly member-led, much more business like approach, outward focused as a result of the new thematic scrutiny structure, increased capacity within Scrutiny Team; good mechanisms in place to ensure constructive dialogue / relations are established and maintained, major revisions on public information on Scrutiny with a good range of processes and practices introduced;
- (b) Work Programmes much clearer and outcome focused, however suggest balance to be struck between formal scrutiny committee meetings and working group activities which have presented different ways of working. Suggest reducing the current frequency of formal scrutiny committee meetings supported by working groups in between formal committee meetings;
- (c) Significant work has been undertaken to develop links with the Sunderland Partnership. As a result of this, Scrutiny is valued by partners, its purpose is largely understood and involvement is welcomed, however, a balance and understanding is required of scrutinising partnership activity and partnership agencies;
- (d) More innovative approaches should be introduced to engage with the public and the use of co-option across all Scrutiny Committees should be encouraged;
- (d) Greater take-up of commissioning external advice / pieces of work to support the evidence gathering processes for the policy reviews should be explored;

- (e) Much improvement with Member and officer development in relation to understanding the role and benefits of Overview and Scrutiny. Acknowledged work in progress with longer term benefits / outcomes yet to be realised; and lastly
- (f) Demonstrating the 'value added / outcomes' arising from the scrutiny policy reviews should be realised through the work currently being undertaken with Performance Plus, the new corporate performance management system to be rolled out across all of the Scrutiny Committees in April 2010.

3.3 To build on the progress made and further strengthen the City Council's Scrutiny arrangements, eleven recommendations were made by the IDeA Team, in accordance with the CfPS's principles of effective scrutiny. Such recommendations are outlined in the proposed Improvement Plan (**Appendix B refers**) along with the associated actions and delivery timescales, which have been considered and fully supported by Scrutiny Chairs and Vice Chairs at their last informal meeting held on 19 April 2010.

4. Recommendations

4.1 Members are requested to receive the report and provide comments on the content of the follow up report and the proposed Improvement Plan, to address the recommendations for further development of the City Council's Scrutiny Function.

5. Background Papers

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

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Overview & Scrutiny 'fitness
check'

Follow up report

Sunderland City Council
February 2010

Introduction

In September 2008 the Improvement and Development Agency (IDeA) undertook a 'fitness check' on the overview & scrutiny function at Sunderland City Council. The fitness check assessed where Sunderland then stood against the four principles of effective scrutiny, identified by the Centre for Public Scrutiny (CfPS) and made recommendations for improvement where appropriate.

It was agreed that the IDeA would undertake some follow-up work to assess the progress Sunderland has made in responding to the recommendations made following the fitness check and the impact that these and the wider changes in scrutiny are having.

The follow-up was done in February 2010 by a team comprising Robin Stonebridge, CfPS associate and former IDeA member peer (part of the original fitness check team) and David Armin, Improvement Manager, IDeA. After reviewing a self-assessment prepared by the council, the team visited Sunderland on 15 and 16 February and interviewed Chairs and Vice Chairs and members of scrutiny committees, officers from the central scrutiny team in the Chief Executive's Office and liaison officers from departments, the Leader of the Council, the council's Chief Executive and partner representatives. The team was also able to observe a scrutiny committee meeting.

The follow-up was more limited in scope and depth than the original fitness check and it was agreed that it should focus on progress on key issues identified by the fitness check, making particular reference to partnership scrutiny – an increasingly important issue for scrutiny in Sunderland, as elsewhere. The contents of this report are largely based on what councillors, officers and partners said during the interviews. Notwithstanding the 'lighter touch' of this follow-up work, it was able to identify clear evidence of the changes which are taking place in scrutiny in Sunderland, and the progress being made.

The team would like to thank Charlotte Burnham, Head of Overview & Scrutiny and her team for the support they gave us, both in planning our work and during our time at Sunderland and those councillors, officers and partners we interviewed for their open and full contributions during our discussions.

This report sets out our key messages in the Executive Summary, our main findings against each of the four principles of effective scrutiny and suggestions for further improvement in key areas which we hope the council will find helpful.

Executive summary

1. The team noted a real change in scrutiny at Sunderland. Perceptions of scrutiny, in particular among officers and partners, are much more positive. It is now seen to be much more business like, helping the council to make better decisions. The council's leadership recognises that scrutiny adds value and relations with the executive are good, based on an understanding of the legitimate role of scrutiny to provide challenge to decision making, policy implementation and performance improvement.
2. The council sees scrutiny as part of its wider Community Leadership Programme, contributing to the good governance of the council and responsiveness to its communities. It can do this through ensuring transparency of decision making and accountability and the opportunities it presents for further engagement with local communities. Allied to the creation of the new post of Head of Overview and Scrutiny, reporting to the Chief Executive, and the increased resourcing of the scrutiny function, this has contributed to the enhanced status scrutiny now enjoys. Committee chairs and councillors very much appreciate the strengthening of scrutiny support. This has included the appointment of two Assistant and a Trainee Scrutiny Officer, providing additional research capacity to complement the existing Scrutiny Officers and the commitment and enthusiasm the Head of Scrutiny has brought to this role. There is healthy financial provision made to enable scrutiny to conduct and report publicly on its work.
3. The council's political leadership took what was a difficult decision to offer three scrutiny Vice Chairs to members of the opposition parties. Partners and officers expressed their respect for the way councillors undertake scrutiny in a largely apolitical way in what remains a political context. Councillors spoke of their commitment to scrutiny and their intention not to let party politics detract from their scrutiny activities. Our strong impression is that the appointment of Vice Chairs from the opposition is seen as a success which can be built on.
4. A number of the systems that underpin scrutiny have been strengthened. The Forward Plan is well laid out and regarded as helpful in enabling scrutiny of key decisions and workload planning, and information on the website has improved. Task and finish groups are providing scrutiny members with new and different ways of working. There has been significant councillor development work around the role of scrutiny. 'Meet and greet' events have been held with partners to enhance their understanding of scrutiny, which now needs to be used as a basis for constructive challenge to partnerships. The new External Scrutiny Protocol is clear, positive and very well presented.
5. It is recognised that scrutiny at Sunderland is still in transition and a number of challenges remain. Approaches are not yet fully embedded or consistent. The re-alignment of scrutiny committee responsibilities to follow the themes of the sustainable community strategy and Council Improvement Plan allows scrutiny to be properly strategic. However this new focus for scrutiny requires a much broader perception of the scrutiny role, and these new ways of working and areas of responsibility are not yet fully understood, but this is clearly work in progress. The pace of change has been great and there now needs to be a period of consolidation to enable members of scrutiny committees to become

familiar with and better shape their roles. All councillors need to feel that they can influence work programmes for their committees. Scrutiny related councillor development may need to be reviewed to ensure that it continues to be well focused, takes account of councillors preferred learning styles and supports the development of basic scrutiny skills such as questioning and use of information, along with understanding of partner organisations roles and responsibilities.

6. Engagement with the public remains a challenge for scrutiny at Sunderland. A stronger communications strategy may help, stressing the difference that scrutiny is now making. The Children and Young People and Learning Scrutiny Committee's membership consists of both statutory and non-statutory co-opted members. The council should build on this and extend the use of co-optees across all of the scrutiny committees (where appropriate), supported by the recent introduction of the Co-optees Protocol, which will support the wider objectives of the Community Leadership Programme.
7. The new area committees provide opportunities for further community engagement. The council is working through the relationship between the area and scrutiny committees, with a view to using area committees to 'scrutinise' and seek resolution of local issues while scrutiny committees address issues that impact across Sunderland. Area committees introduced new governance arrangements in June 2009, including the introduction of an area review role along with enhanced representation through the Sunderland Partnership, key service providers and the voluntary and community sector. We were made aware of some concerns among partners regarding their role in these new arrangements. Developing this relationship and how area committees work effectively alongside the council's partners and scrutiny committees is recognised as a key area for development.
8. The scrutiny committees meet on a four weekly cycle, with ten meetings each municipal year. This gives an impression to some councillors and officers of being 'on a treadmill' with much routine business and reports for noting. The council may wish to consider if this is the best use of councillors, officers and partners time and if fewer formal meetings and more task and finish groups (still reporting to the Committees to gain support to their conclusions and agree recommendations) would lead to more effective scrutiny. It may be helpful to review meeting cycles within scrutiny and relate these to key decision making timetables within the council's other functions. Practice in some authorities suggests that an effective arrangement is to schedule scrutiny management committees half way between executive meetings, so that they can both review up-coming decisions and those already made and responses to reports from scrutiny. The meeting cycles of other scrutiny committees can then follow the management committee, so that scrutiny recommendations can reach other decision makers in a timely fashion, without distorting the scrutiny process, while building strong relations between the scrutiny management committee and the executive.
9. Sunderland has made significant investment in scrutiny, in terms of enhanced officer support and councillors' time. It now needs to ensure that it gets the full value from this in terms of impact in improving public services. There is growing evidence that scrutiny is having such an impact and there are examples of this in terms of reviews leading to changes in council policy and proactive, pre-decision

scrutiny leading to better decisions in the first place. The scrutiny team is piloting the use of the *Performance Plus* performance management system to more rigorously follow-up and monitor the implementation and impact of scrutiny decisions, beginning with the Prosperity and Economic Development Committee. *Performance Plus* is used across the council and to monitor the LAA so this approach should further integrate scrutiny with Sunderland's wider performance management arrangements. The council should build on this pilot to ensure it can clearly demonstrate the impact that scrutiny is having and communicate this within the council, to partners and the wider public.

Findings

Providing critical friend challenge to the executive and partners

Roles and relationships

- The status of scrutiny has increased significantly – the council’s leadership recognises the value that scrutiny can add and its status is underpinned by the new post of Head of Scrutiny reporting to the Chief Executive.
- Monthly meetings between the Leader, Chief Executive, Chair of the Scrutiny Management Committee and Head of Overview and Scrutiny are providing a basis for developing and maintaining the necessary relationships.
- Perceptions of scrutiny are much improved, in particular among officers and partners who see it as much more business like and adding value to the development and implementation of policy and performance improvement.
- Scrutiny liaison officers group includes senior managers from departments, allowing it to operate more strategically and with greater leverage. The impact of scrutiny findings and recommendations appear to penetrate through the Council’s departments to a far greater extent than at the time of the first health check 18 months ago.

Process and practice

- Development of a good range of protocols and guidance, including that for external scrutiny developed by the council and the Sunderland Partnership.
- The use of the Forward Plan has much improved and provides a useful tool for scrutiny.
- The thematic approach now adopted (eg. the alignment of scrutiny committees to the sustainable community strategy and Council Improvement Plan priorities) enables a strategic approach, but it can be more difficult to understand and is giving rise to some confusion among councillors as to where issues and responsibilities lie.
- More generally, it is recognised that scrutiny at Sunderland is still in a period of transition and the new approaches are not yet fully embedded or consistent.

Skills and support

- The addition of two Assistant Scrutiny Officers and a trainee to the existing team of three Scrutiny Officers has strengthened the capacity of the central scrutiny team – for example to undertake research – which is valued by the Chairs and members of scrutiny committees.
- The changes in scrutiny have been accompanied by both councillor and officer development, including workshops and skills training and reference to scrutiny in induction processes.

Issues for consideration

Councillors need to ensure that they scrutinise the effectiveness of partnerships and the outcomes they achieve – scrutiny is not an alternative governance body for external agencies. Member development activities should be reviewed to ensure that they remain well focused and include the roles and responsibilities of partner organisations and key skills such as effective questioning and use of evidence. This has been a period of rapid change for scrutiny – a period of consolidation may now be required to reduce the risk of fatigue and alienation particularly among councillors.

Reflecting the voice and concerns of the public

Roles and relationships

- Like many other places, Sunderland is not yet fully exploiting the potential of scrutiny to enhance public engagement.
- Partners have high expectations of overview & scrutiny, including its ability to engage with and express the views of the public.
- Relationships between scrutiny and the new area committees are developing. It is envisaged that area committees will focus on resolving local issues while referring issues with implications across Sunderland to the relevant scrutiny committee (in addition to agreeing levels of services beyond the basic level of provision within budget limits).
- Some concern among partners at their role in area committees was identified during the review. They are finding area committees more political and inquisitorial than scrutiny.

Process and practice

- Provision of public information much improved, including through the website which includes the Forward Plan of key decisions.
- From our meeting observation, it may not have been clear to a member of the public who were councillors, officers of the council, partner representatives or specialist witnesses etc. and the use of acronyms in presentations and reports may present a barrier to understanding by a lay audience.

Skills and support

- Use of co-optees in Sunderland remains limited to the Children, Young People and Learning scrutiny committee. Co-optees can provide an opportunity to introduce wider perspectives and experiences to scrutiny and improve access to 'hard to reach' groups.

Issues for consideration

In order to increase engagement with members of the public more work on a communications strategy is required. This should emphasise the outcomes from scrutiny activity and its impact, which will also be helpful within the council and among partners. More should be done to develop the trust and confidence to increase the use of co-optees across other scrutiny committees, building on the experience of Children, Young People and Learning. The council should examine its ability to commission third party work on behalf of scrutiny, for example to engage with and research 'hard to reach' groups. Developing the role of partners in respect of area committees and the relationship between these committees and scrutiny is a key area for development.

Lead and own the scrutiny process on behalf of the public

Roles and relationships

- Scrutiny at Sunderland is now widely regarded as member led. Officers and partners acknowledge and value this.
- There is respect for the council's leadership in having made available three Vice Chair positions to members of the opposition. This is generally regarded as being successful and demonstrates that the main opposition groups, along with the ruling group, are committed to more effective scrutiny.
- Officers and partners acknowledge that councillors conduct scrutiny in a largely apolitical way, while recognising councillors operate in a political environment.
- Informal meetings of scrutiny Chairs and Vice Chairs are used to share experiences and good practice across committees and to help shape the future direction of scrutiny in Sunderland.

Process and practice

- Annual Scrutiny Conference used to identify key issues for Sunderland, reflecting community and council priorities and used to inform scrutiny work plans and ways of working.
- Councillors vary in their knowledge and understanding of the changes that have taken place and some front-line councillors expressed frustration at what they see as their limited ability to influence work programmes.
- Some councillors expressed concern at the uneven spread of work across the municipal year. Following Annual Council, developing work programmes after the Scrutiny Conference and the summer recess, most work on scrutiny reviews is done in the second half of the year, along with budget consultation etc. Some Chairs are now looking to 'front load' work programmes more.
- The team were able to observe one scrutiny committee meeting. This was business-like and well run, but most reports and presentations were for information with few recommendations or referrals made. Some officers and councillors felt that the four weekly cycle led to insufficient preparation time.
- Task groups are valued by councillors and officers and provide a more flexible way of working and an opportunity to examine issues in more depth.

Skills and support

- Wide range of development activities provided for scrutiny members and officers and Heads of Service, including facilitation by external experts

Issues for consideration

The council needs to ensure that all councillors feel they have sufficient opportunity to influence work programmes. It may be time to review the cycle of formal meetings, so these are less frequent with more task & finish groups. The Management Committee could continue to meet more frequently to enable scrutiny to continue to track Cabinet decisions. Further use should be made of the Chairs' meetings to reflect on practice and learn, extend this into the scrutiny committees and strengthen organisational memory.

Making an impact on public services

Roles and relationships

- Increasing recognition that scrutiny can and has improved public services in Sunderland among councillors, officers and partners.
- Examples cited of scrutiny having an impact include:
 - Review of frozen meals service leading to changes in implementation
 - Removal of parking restrictions adjacent to the City Hospital
 - Educational psychology service – scrutiny review and work by officers led to improvement in ratings by schools from bottom to top quartile
 - Greater public engagement and understanding of issues associated with investment in a major waste treatment plant with partner authorities
 - Helping the Children’s Trust to achieve a more rigorous approach to safeguarding and raising profile of the council’s role as corporate parent
 - Review of Dementia Strategy a well regarded piece of work
 - On-going work expected to have an impact includes the reviews of allotments and health inequalities.
- In addition to leading to identifiable change in policies and performance, proactive scrutiny is believed to be leading to better, more informed decisions such as regarding the waste treatment plant and a range of regeneration projects.

Process and practice

- Some councillors referred to the previous practice of Cabinet accepting scrutiny recommendations ‘subject to resources being available’. We understand this should no longer be the case as resourcing of recommendations is built into consideration of scrutiny reports and the council’s budget process.
- The council is piloting use of the *Performance Plus* IT system to monitor the implementation and impact of scrutiny recommendations as part of its overall performance management framework.
- Performance monitoring and review is being focused towards higher risk areas for the council and partners, such as potential CAA red ‘tag’ / flag areas.

Skills and support

- Strengthened scrutiny team provides more research and analysis for scrutiny committees and scrutiny liaison officers ensure departments provide information

Issues for consideration

The council needs to ensure that it does effectively track recommendations made by scrutiny, the response by Cabinet and in turn implementation and impact. Evidence of this will be important in demonstrating the value of scrutiny within the council and externally. Consideration could be given to the role of committees and the Management Committee in quality assuring the recommendations of task & finish groups and committees respectively to ensure they are ‘smart’ and make a difference.

Suggestions for further improvement

It is evident that there has been real progress in scrutiny at Sunderland since the time of the original fitness check. As part of the wider Community Leadership Programme it is seen as a key part of the council's governance arrangements and there is a growing recognition of the positive impact it is having on the delivery of public services.

To build on the progress made and further strengthen scrutiny at Sunderland we make the following recommendations for consideration. These are presented against the cross-cutting themes which underpin the CfPS principles of effective scrutiny:

Roles and relationships

- a) Allied to a review of the meeting cycle for scrutiny committees (see b) below), consider extending the role of the Scrutiny Management Committee in monitoring the Forward Plan and key decisions by Cabinet on behalf of the other scrutiny committees; in quality assuring recommendations made by those committees and offering critical friend challenge to colleague scrutineers before their work is seen by a wider audience.

Process and practice

- b) Consider a review of the current meeting cycle and the further use of task & finish groups
- c) Ensure that all councillors have sufficient opportunity to influence scrutiny work programmes
- d) Ensure that the implementation and impact of scrutiny recommendations is monitored and managed effectively, building on the pilot arrangements and use of the *Performance Plus* system for the Environment & Prosperity Committee
- e) Strengthen the communications strategy, highlighting the impact that scrutiny is having and the opportunities for the public to be engaged with scrutiny

Skills and support

- f) Consider the use of co-optees across other committees, building on the experience gained by the Children, Young People & Learning committee
- g) Explore the use of third party organisations to help scrutiny reviews engage with 'hard to reach' groups
- h) Review member development to ensure that it remains well focused and includes coverage of the roles and responsibilities of partner organisations and basic scrutiny skills such as questioning and the evaluation of evidence
- i) Make further use of the Chairs and Vice Chairs' meeting to reflect on practice and share learning across all scrutiny committees.

Overview and Scrutiny 'fitness check' - Improvement Plan

Recommendation	Reference(s) from report	Sub action	Resp & timescale
Suggestions for further improvement			
Roles and responsibilities			
a) Allied to a review of the meeting cycle for scrutiny committees (see b) below) consider extending the role of the Scrutiny Management Committee in monitoring the Forward Plan and key decisions by Cabinet on behalf of the others scrutiny committees; in quality assuring recommendations made by those committees and offering critical friend challenge to colleague scrutineers before their work is seen by a wider audience.	The Management Committee could continue to meet more frequently to enable scrutiny to continue to track Cabinet decisions. Further use should be made of the Chairs' meetings to reflect on practice and learn, extend this into the scrutiny committees and strengthen organisational memory.	Monitoring of the Forward Plan and key decisions of the Cabinet is existing practice of the Management Scrutiny Committee. Quality assurance of future scrutiny recommendations made by the six other Scrutiny Committees along with the critical friend challenge to colleague scrutineers to be explored further by Scrutiny Chairs and Vice Chairs, as part of the on-going of the Council's Scrutiny arrangements during the 2010/11 Municipal Year	Charlotte Burnham April 2011
Process and practice			
b) Consider a review of the current meeting cycle and the further use of task and finish groups.	It may be time to review the cycle of formal meetings, so these are less frequent with more task and finish groups. Consideration should given to the role of committees and the Management Committee in quality assuring the recommendations of task and finish groups and committees respectively to ensure they are 'smart' and make a difference.	A review of the current four week scrutiny meeting cycle recently considered by Scrutiny Chairs and Vice Chairs and in light of tight timescales in finalising the Council Diary for 2010/11, agreed to re-visit such recommendation (to include greater use of Task and Finish Groups) as part of the on-going development of the Council's Scrutiny arrangements at a future Scrutiny Chairs and Vice Chairs Away Day in November/December 2010. In doing so, this will allow sufficient lead in time to introduce, if appropriate, any changes to the current cycle of scrutiny meetings in the following 2011/12 Municipal Year	Charlotte Burnham April 2011
c) Ensure that all councillors have sufficient opportunity to influence scrutiny work programmes.	The council needs to ensure that all councillors feel they have sufficient opportunity to influence work programmes. Councillors need to ensure that they scrutinise the effectiveness of partnerships and the outcomes they achieve – scrutiny is not an alternative governance body for external agencies.	Annual Scrutiny Conference reviewed to allow scrutiny members to influence more than one work programme through the introduction of the World Café workshops in replace of Breakout Sessions Scrutiny members also given opportunity to influence the work programme at first meeting of 2010/11 municipal year which is now standard practice	Charlotte Burnham June 2010

Recommendation	Reference(s) from report	Sub action	Resp & timescale
<p>d) Ensure the implementation and impact of scrutiny recommendations is monitored and managed effectively, building on the pilot arrangements and use of the Performance Plus system for the Prosperity and Economic Development Scrutiny Committee.</p>	<p>The council needs to ensure that it does effectively track recommendations made by scrutiny, the response by Cabinet and in turn implementation and impact. Evidence of this will be important in demonstrating the value of scrutiny within the council and externally.</p> <p>The scrutiny team is piloting the use of the Performance Plus performance management system to more rigorously follow-up and monitor the implementation and impact of scrutiny decisions, beginning with the Prosperity and Economic Development Committee. Performance Plus is used across the council and to monitor the LAA so this approach should further integrate scrutiny with Sunderland's wider performance management arrangements. The council should build on this pilot to ensure it can clearly demonstrate the impact that scrutiny is having and communicate this within the council, to partners and the wider public.</p>	<p>Pilot undertaken with the Prosperity & Economic Development Scrutiny Committee in January 2010. To be rolled out to all scrutiny committees at April 2010 cycle of meetings. This will monitor progress and performance of all scrutiny committee recommendations from 2008/09 onwards.</p> <p>Six monthly progress reports to be issued thereafter.</p> <p>Future policy review final reports submitted to Cabinet to be accompanied by service directorate response (known as the action plan) which outlines how the proposed recommendations would be delivered, by when and by whom to assist Cabinet in its determination of either accepting or rejecting the proposed recommendations</p> <p>Portfolio Holders to be invited to attend the relevant Scrutiny Committee to formally feedback the Cabinet's decision on the policy review's recommendations and supporting action plan.</p> <p>Scrutiny Officer Liaison Group to monitor progress of scrutiny recommendations and ensure the appropriate officers attend the Scrutiny Committees to respond to any questions in relation to the delivery of agreed scrutiny recommendations</p>	<p>Charlotte Burnham / Nigel Cummings April 2010</p> <p>Charlotte Burnham / Nigel Cummings Six-monthly thereafter</p> <p>June 2010 and annually thereafter</p> <p>July 2010 and annually thereafter</p> <p>SOLG Ongoing</p>
<p>e) Strengthen the communications strategy, highlighting the impact that scrutiny is having and the opportunities for the public to be engaged with scrutiny.</p>	<p>Engagement with the public remains a challenge for scrutiny at Sunderland.</p> <p>Like many other places, Sunderland is not yet fully exploiting the potential of scrutiny to enhance public engagement.</p> <p>Partners have high expectations of overview</p>	<p>To work with the public to ensure greater public awareness, consultation and involvement in the Scrutiny process through the development of a Communications Strategy for Scrutiny, as part of the Community Leadership Programme's Communications Strategy and Action Plan.</p>	<p>Charlotte Burnham July 2010</p>

Recommendation	Reference(s) from report	Sub action	Resp & timescale
	<p>and scrutiny, including its ability to engage with and express the views of the public.</p> <p>In order to increase engagement with members of the public more work on a communications strategy is required. This should emphasise the outcomes from scrutiny activity and its impact, which will also be helpful within the council and among partners.</p>	Production of a combined Annual Scrutiny Report for 2009/10 to demonstrate the outcomes arising from the work of the Scrutiny Committees during the last 12 months	Charlotte Burnham May 2010
Skills and support			
f) Consider the use of co-optees across other committees, building on the experience gained by the Children, Young People & Learning committee.	More should be done to develop the trust and confidence to increase the use of co-optees across other scrutiny committees, building on the experience of Children, Young People and Learning.	As part of policy review scoping, consideration to be given to the use of co-optees for the municipal year to provide expertise to the chosen policy reviews at Scrutiny Committee and / or Task and Finish Groups	Scrutiny Committees July 2010
g) Explore the use of third party organisations to help scrutiny reviews engage with 'hard to reach' groups.	The council should examine its ability to commission third party work on behalf of scrutiny, for example to engage with and research 'hard to reach' groups.	As part of policy review scoping, consideration to be given to the use of hard to reach groups (in consultation with key individuals) for the municipal year to provide expertise to the chosen policy reviews at Scrutiny Committee and / or Task and Finish Groups	Scrutiny Committees July 2010
h) Review member development to ensure that it remains well focused and includes coverage of the roles and responsibilities of partner organisations and basic scrutiny skills such as questioning and the evaluation of evidence.	Member development activities should be reviewed to ensure that they remain well focused and include the roles and responsibilities of partner organisations and key skills such as effective questioning and use of evidence.	<p>Member development opportunities for 2010/11 were reviewed and agreed with Scrutiny Chairs and Vice Chairs in March 2010</p> <p>Agreed scrutiny member development opportunities incorporated into the Corporate Member Development Programme 2010/11</p>	Charlotte Burnham June 2010
i) Make further use of the Chairs and Vice Chairs' meeting to reflect on practice and share learning across all scrutiny committees.	Informal meetings of scrutiny Chairs and Vice Chairs are used to share experiences and good practice across committees and to help shape the future direction of scrutiny in Sunderland.	<p>Quarterly meetings continue to be held, with additional meetings held where required to cover issues of an urgent nature</p> <p>Chairs and Vice Chairs Away Day to be held in May 2010 and six monthly thereafter to consider the ongoing development of the scrutiny function</p>	<p>Charlotte Burnham Ongoing</p> <p>Charlotte Burnham May 2010 and six-monthly thereafter</p>
Other considerations from report			
j) Further develop how area committees	We were made aware of some concerns	Area Co-ordination Manager to attend all	Allison Patterson

Recommendation	Reference(s) from report	Sub action	Resp & timescale
<p>work effectively alongside the council's partners and scrutiny committees, and the associated relationships</p>	<p>among partners regarding their role in these new arrangements. Developing this relationship and how area committees work effectively alongside the council's partners and scrutiny committees is recognised as a key area for development.</p>	<p>LSP Delivery Boards updating on Area Arrangements thus far, the LSP rep. role and opening up discussion on how the links can be further developed.</p> <p>Area Co-ordination Manager to attend the LSP Delivery and Improvement Board to discuss further development</p> <p>Hold a Member Workshop to review Area Committee agenda and meeting arrangements which will provide a more focussed approach for partner attendance/engagement with Area Committees</p>	<p>February 2010 – April 2010</p> <p>Allison Patterson May 2010</p> <p>Allison Patterson May 2010</p>
<p>k) Assist local residents to have a better awareness of scrutiny meeting representatives and a greater understanding of scrutiny meeting discussions</p>	<p>From our meeting observation, it may not have been clear to a member of the public who were councillors, officers of the council, partner representatives or specialist witnesses etc, and the use of acronyms in presentations and reports may present a barrier to understanding by a lay audience.</p>	<p>Introduce name badges for all councillors, officers of the council, partner representatives or specialist witnesses etc attending scrutiny committee</p> <p>Introduce a consistent approach to the meeting room layout</p> <p>Reinforce the need for reports to comply with the council's corporate report writing guidance with the Scrutiny Officer Liaison Group.</p> <p>Ensure scrutiny committee reports and presentations are in line with the council's corporate report writing guidance.</p>	<p>Democratic Services June 2010</p> <p>Democratic Services / Scrutiny Chairs June 2010</p> <p>Charlotte Burnham Ongoing</p> <p>Democratic Services Ongoing</p>

MANAGEMENT SCRUTINY COMMITTEE

REVIEW OF COUNCILLOR CALL FOR ACTION MECHANISM AND INTRODUCTION OF A SELECTION CRITERIA FOR DEALING WITH ISSUES OF LOCAL CONCERN – FEEDBACK ON INITIAL PROPOSALS

REPORT OF THE CHIEF EXECUTIVE

29 APRIL 2010

1. Purpose of Report

- 1.1 To provide feedback from the Council's Scrutiny Committees, Area Committees and the Sunderland Partnership on the proposed revision of the current mechanism for dealing with requests for a Councillor Call for Action and the introduction of a Selection Criteria for dealing with non-mandatory referrals; and
- 1.2 To agree that the revised mechanism and selection criteria outlined in the report be submitted to the Cabinet for approval and incorporated in the Scrutiny Handbook.

2. Background Information

- 2.1 The Councillor Call for Action (CCfA) mechanism came into force on 1 April 2009, following the introduction of the Police and Justice Act 2006 and the Local Government and Public Involvement in Health Act 2007. The CCfA provides Members with the opportunity to ask for discussions on issues where local problems have arisen and where other methods of resolution have been exhausted.
- 2.2 To date, the Council has received two requests for a Councillor Call for Action (CCfA). Experience has demonstrated that the current procedure should be reviewed in order to ensure that current and future CCfAs are addressed in a timely, open and transparent way.
- 2.3 The review also reflects the work being undertaken to develop the Scrutiny Committees' links with both the Sunderland Partnership and the Area Committee arrangements.

3. Current Position

- 3.1 On 22 October 2009, Management Scrutiny Committee considered initial proposals for a revised mechanism for dealing with requests for a Councillor Call for Action and the introduction of a Selection Criteria for dealing with non-mandatory referrals. The Committee received a report outlining further details and revisions on 17 December 2009.

- 3.2 At this meeting, the Committee agreed to:-
- (a) Support the introduction of the proposed selection criteria for determining the appropriateness of undertaking an investigation triggered either by the Councillor Call for Action / non-mandatory referral route;
 - (b) Refer the draft proposals to the Scrutiny Committees, Area Committees and Sunderland Partnership for comment, with any comments being referred back, in particular on whether it is appropriate for the two existing CCfA's to be subject to this revised procedure; and
 - (c) Subject to comments received from the Scrutiny Committees and the Area Committees and Sunderland Partnership, the revised procedure be endorsed, implemented and included in the Scrutiny Handbook.
- 3.3 Details of the proposed procedure are set out in the flow chart (**Appendix A refers**). This outlines each stage of the process, including the signposting and escalation of local issues (referred to as non mandatory referrals in the remainder of this report) to the most appropriate body for resolution where appropriate. This will ensure that requests are dealt with in an open and transparent way and provide a formal record as to whether the issue is worthy of further investigation, together with the agreed course of action and any associated / prescribed timescale. **However, it should be noted that all Councillor Call for Action Referrals are considered in the first instance by the relevant Scrutiny Committee and re-directed to the relevant body where appropriate.**
- 3.4 The suggested criteria for determining the appropriateness of undertaking a scrutiny investigation includes:-
- (a) Clear evidence that reasonable attempts have been made to resolve the issue with relevant partners / council departments?
 - (b) It has a significant impact on a group of people living within the Sunderland area;
 - (c) It relates to a service, event or issue in which the Council has direct responsibility for, significant influence over or has the capacity to act as public champion;
 - (d) Not be an issue which Overview and Scrutiny, Area Arrangements or LSP have considered during the last 12 months (unless circumstances have changed substantially);
 - (e) Not relate to an on-going service complaint or petition (including the ability to exclude any matter which is vexatious, discriminatory or not reasonable);

- (f) Not relate to matters dealt with by another Council committee, unless the issue deals with procedure and policy related issues; and
- (g) If meets the criteria, agree which body most relevant to consider further, Scrutiny, Area Committees or the Sunderland Partnership.

4. Feedback on Proposals

4.1 The views of the Council's Scrutiny Committees, Area Committees and the Sunderland Partnership on the proposals have been sought and are set out below:-

Scrutiny Committees - Feedback

4.2 The six Scrutiny Committees considered the proposals during their January cycle. The Committees are generally supportive of the new mechanism and the suggested criteria which it is felt should bring greater clarity and transparency to the process, ensure that the relevant body investigates a CCfA request and make it easier to monitor progress.

4.3 A number of other issues were raised including:-

- (a) Several scrutiny committees suggested that CCfA's should be submitted to the appropriate Area Committee in the first instance;
- (b) It is important to be clear and have a common understanding of the relevant role and responsibilities of Scrutiny Committees, Area Committees and the Sunderland Partnership in order to avoid any confusion or uncertainty;
- (c) As far as possible, the system should be simple and straightforward to ensure that it is transparent, avoids duplication and excessive bureaucracy; and
- (d) That the two existing CCfA's should continue under the existing procedure and that the new mechanism should only apply to new CCfA requests.

Area Committees and the Sunderland Partnership - Feedback

4.4 The proposals have also been considered by the Council's five Area Committees. Each of the Committees' expressed their support for the proposals.

4.5 The Sunderland Partnership has also been consulted and again they were supportive of the proposed process for dealing with CCfAs.

5. Recommendations

5.1 It is recommended that the Committee:-

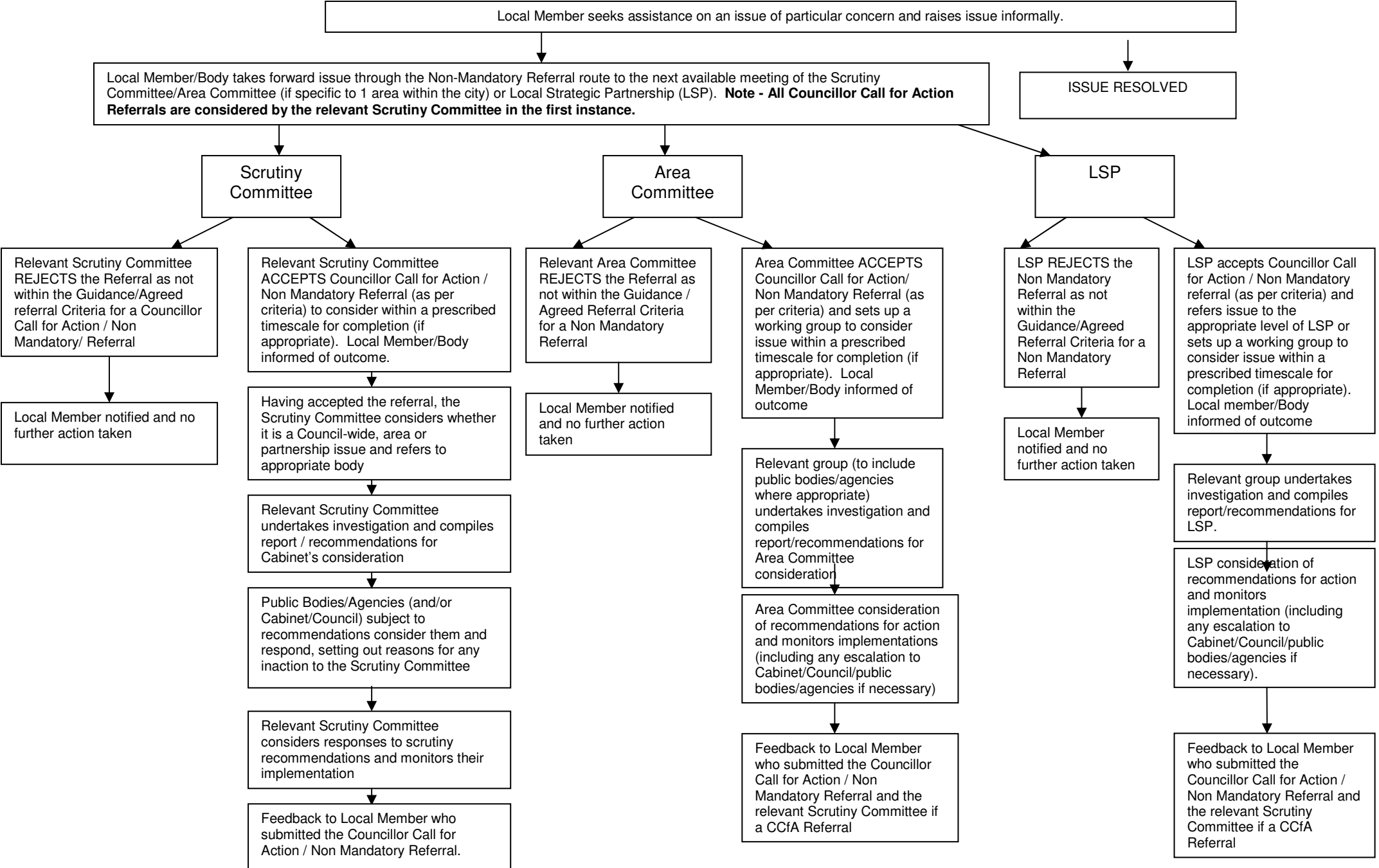
- (a) Considers the feedback from the Council's Scrutiny Committees, Area Committees and the Sunderland Partnership on the proposed revision of the current mechanism for dealing with requests for a Councillor Call for Action and the introduction of a Selection Criteria for dealing with non-mandatory referrals; and
- (b) That the revised CCfA mechanism and the newly devised selection criteria outlined in the report be submitted to the Cabinet for approval and incorporated into the Scrutiny Handbook thereafter.

6. Background Papers

6.1 No background papers were used in the preparation of this report.

Contact Officer: Charlotte Burnham, Head of Overview and Scrutiny
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**PROPOSED NEW PROCEDURE FOR THE CONSIDERATION OF
COUNCILLOR CALL FOR ACTION/NON-MANDATORY REFERRALS TO OVERVIEW AND SCRUTINY**



MANAGEMENT SCRUTINY COMMITTEE

SCRUTINY MATTERS – ANNUAL REPORT 2009/10

REPORT OF THE CHIEF EXECUTIVE

29 APRIL 2010

1. Purpose of the Report

- 1.1 To provide the Management Scrutiny Committee with the opportunity to consider the Draft Scrutiny Annual Report for 2009/10.

2. Background Information

- 2.1 As outlined in the Authority's Constitution, it is a requirement of the Overview and Scrutiny Function to produce an Annual Report, detailing the work of the Scrutiny Committees that has been undertaken during the last 12 months together with suggested developments etc for the forthcoming year.
- 2.2 This is the first year that a combined Scrutiny Annual Report has been produced, as part of the on-going development of the City Council's Scrutiny arrangements.
- 2.3 Given the extremely tight timescales for the production of the Draft Annual Report for 2009/10, together with allowing the Scrutiny Members the opportunity to comment on the relevant pages that relate to the work of their Committee, a copy of the Draft Annual Report will be circulated during this meeting.
- 2.4 Following the views of this Committee in relation to its content, the Annual Report will be presented to the first meeting of Council in the new Municipal Year and will also be despatched to key stakeholders and public buildings for information.

3. Recommendations

- 3.1 It is recommended that the Management Scrutiny Committee:-
 - (a) Notes the content of this report;
 - (b) Considers the content of the Draft Scrutiny Annual Report for 2009/10, to be circulated at this meeting; and
 - (c) Notes that the Scrutiny Annual Report for 2009/10 will be presented to the first meeting of Council in the Municipal Year 2010/11 and despatched to key stakeholders and public places for information.

4. Background Papers

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

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MANAGEMENT SCRUTINY COMMITTEE

ANNUAL SCRUTINY CONFERENCE 2010 – DRAFT PROGRAMME

REPORT OF THE CHIEF EXECUTIVE

29 APRIL 2010

1. Purpose of the Report

- 1.1 To seek the views of Members on the draft programme for the Annual Scrutiny Conference 2010 to be held on Thursday 20 May 2010, commencing at 5.00 pm to 9.00 pm at the Marriott Hotel, in Seaburn, Sunderland.

2. Background Information

- 2.1 Building upon the success of previous years' Scrutiny Conferences, this event aims to support the Members of the Council's Scrutiny Committees in selecting their priorities and areas for review in the year ahead, and to contribute towards the compilation of the Annual Work Programmes.
- 2.2 Invitations have been sent to all Elected Members, the Executive Management Team, Heads of Service and external partners.

3. Draft Programme

- 3.1 The Annual Scrutiny Conference 2010 is to be held on Thursday 20 May 2010, commencing at 5.00 pm to 9.00 pm at the Marriott Hotel, in Seaburn, Sunderland. The Draft Programme for the event is proposed:-

5.00pm	Arrival and Buffet
5.45pm	Welcome Address
5.50pm	Jessica Crowe, Executive Director of the Centre for Public Scrutiny
6.10pm	Charlotte Burnham, Head of Overview and Scrutiny (to include DVD demonstrating achievements made by each Scrutiny Committees in 2009/10)
6.30pm	Scrutiny Cafés - Interactive session to discuss

	potential issues for inclusion in the individual Scrutiny Committees Work Programmes for the year ahead
7.45pm	Closing Remarks and Networking Opportunity
9.00pm	Close

3.2 As outlined above, delegates will be given the opportunity to participate in interactive sessions themed around each Scrutiny Committee, known as Scrutiny Cafes, in replace of the breakout sessions which have been held in previous years. The Scrutiny Café sessions will allow delegates to discuss how the Scrutiny Function in Sunderland can contribute towards the city's improvement measures along with the opportunity to influence more than one of the Scrutiny Committees' Work Programmes.

3.5 The event will conclude with an opportunity for networking amongst Members, officers and partner organisations, all of whom will make a valued contribution to the scrutiny process over the forthcoming year.

4. Recommendation

4.1 Members are requested to:

- (a) Consider and comment upon the proposed draft programme; and
- (b) Agree for the associated costs for the conference to be met from the Scrutiny Committees accumulated under spend.

5. Background Papers

5.1 No background papers were used in the preparation of this report.

Contact Officer: Charlotte Burnham, Head of Overview and Scrutiny
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MANAGEMENT SCRUTINY COMMITTEE

FORWARD PLAN – KEY DECISIONS FOR THE PERIOD 1 MAY 2010 TO 31 AUGUST 2010

REPORT OF THE CHIEF EXECUTIVE

29 APRIL 2010

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 May 2010 – 31 August 2010 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.

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. Recommendation

- 4.1 It is recommended that the Committee considers the Executive's Forward Plan for the period 1 May 2010 – 31 August 2010.

5. **Background Papers**

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

Contact Officer : Charlotte Burnham, Head of Overview and Scrutiny
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**Forward Plan -
Key Decisions for
the period
01/May/2010 to
31/Aug/2010**



**R.C. Rayner,
Chief Solicitor,
Sunderland City
Council.**

14th April 2010

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01090	Approve submission document & sustainability appraisal for development in the Hetton Downs area to form part of the Council's Local Development Framework.	Cabinet	09/Jun/2010	Local residents, stakeholders, service providers, community reference group, Members	Meetings, briefings, letters, email, public exhibition, sunderland.gov.uk	Via contact officer by the 21 May 2010 - Environment and Attractive City Scrutiny Committee	Cabinet report, report on preferred option consultation responses, submission document for Hetton Downs Area Action Plan, formal sustainability report.	Keith Lowes	5611564
01379	To approve a capital equipment grant to Company B to support economic development and job creation	Cabinet	09/Jun/2010	Portfolio holder	correspondence	To contact officer by 21 May - Prosperity and Economic Development Scrutiny Committee	Cabinet Report	Janet Snaith	5611166
01343	To approve the draft Sunderland City Council Community Asset Policy	Cabinet	09/Jun/2010	Corporate Capital Strategy Group; Portfolio Holder	Meetings	Via the Contact Officer by 21 May 2010 - Management Scrutiny Committee	Report; Policy Document	Julie Gray	5617574

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01363	To consider any key decisions arising from the Capital Programme and Treasury Management Outturn 2009/2010 and First Quarterly Review of the Capital Programme 2010/2011	Cabinet	09/Jun/2010	Directors and third parties affected by the proposals	Report available and e-mailed to Directors	Via Contact Officer by 21 May 2010 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01367	To recommend Council to adopt the Food Law Enforcement Service Plan for 2010/11 in respect of Environmental Health and Trading Standards.	Cabinet	09/Jun/2010	Member with Portfolio for Safer City	Briefing Session	Via Contact Officer by 21 May 2010 - Health and Wellbeing Scrutiny Committee	Report and Plan	Norma Johnston	5611973
01374	Agree the procurement of therapeutic services for children who have experienced abuse with effect from 1 October 2010	Cabinet	09/Jun/2010	CS Joint Commissioning Team, TPCT, Corporate Procurement	Face to face meetings	Via the contact officer by 21 May 2010 - Children, Young People and Learning	Service specification relating to previous contract	Nick Murphy	5663235

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01383	To consider the recommendations of the Children, Young People & Learning Scrutiny Committee following a review of 16-19 machinery of government changes	Cabinet	09/Jun/2010	Work-based learning providers, Children's Services	Evidence at Scrutiny Meetings	Via Contact Officer by 21 May 2010 - Children, Young People & Learning Scrutiny Committee	Scrutiny Committee Minutes	Karen Brown	5611004
01389	To approve the procurement of specialist grass cutting and horticultural equipment.	Cabinet	09/Jun/2010	Corporate Procurement; Director of Financial Resources; Member with Portfolio for Attractive and Inclusive City	Cabinet Report ; Briefings	To contact officer by 21 May - Environment and Attractive City Scrutiny	Report	Les Clark	5614501
01391	To consider the recommendations of the Community and Safer City Scrutiny Committee following a review of the action being taken by the Safer Sunderland Partnership to tackle Anti Social Behaviour.	Cabinet	09/Jun/2010	Council Officers and LSP Partners	Evidence at Scrutiny Meetings	Via the Contact Officer by 21 May 2010 - Community and Safer City Scrutiny Committee	Scrutiny Committee minutes	Jim Diamond	5611396

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01392	To consider the recommendations of the Environment and Attractive City Scrutiny Committee following a review into the introduction of 20 mph zones in the City.	Cabinet	09/Jun/2010	Council Officers, Police, Northumbria Road Safety Initiative, other local authorities	Evidence at Scrutiny Meetings and findings of Traffic Working Group	Via the Contact Officer by 21 May 2010 - Environment and Attractive City Scrutiny Committee	Working Group minutes	Jim Diamond	5611396
01394	To agree the Re-Procurement of Day Care Services	Cabinet	09/Jun/2010	Cabinet Service Users and Carer Groups, Portfolio Holder, Adult Services Staff Health Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 May 2010 - Health and Wellbeing Scrutiny Committee	Full Report	Graham King	5661894
01395	To agree the Re-Procurement of Day Care Services for people with Dementia	Cabinet	09/Jun/2010	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff, Health Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 May 2010 - Health and Wellbeing Scrutiny Committee	Full Report	Graham King	5661894

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01396	To agree the Re-procurement of Home Care Services	Cabinet	09/Jun/2010	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff, Health Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 May 2010 - Health and Wellbeing Scrutiny Committee	Full Report	Graham King	5661894
01400	To agree Improving Access to Social Housing	Cabinet	09/Jun/2010	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 21 May 2010 - Sustainable Communities Scrutiny Committee	Full Report	Alan Caddick	5662690
01360	To agree the transfer of responsibility for 16-19 funding from the Learning Skills Council to the Local Authority in April 2010	Cabinet	09/Jun/2010	LA in sub regional group, 14-19 Partnership	Meetings and distribution of draft reports for comment	To the contact officer by 21 May 2010 - Children, Young People and Learning	ASCL Act, November 2009, REACT Briefing notes	Lynda Brown	5611410

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01364	To consider any key decisions arising from the Revenue Budget Outturn 2009/2010 and First Quarterly Review of the Revenue Budget 2010/2011	Cabinet	09/Jun/2010	Directors and third parties affected by the proposals	Report available and e-mailed to Directors	Via Contact Officer by 20 May 2010 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01384	To consider the recommendations of the Prosperity & Economic Scrutiny Committee following a review of the Working Neighbourhood Strategy	Cabinet	09/Jun/2010	Council officers, specialist providers, JCP, Job Linkage, Enterprise Consortia	Evidence at Scrutiny Meetings	Via Contact Officer by 21 May 2010 - Prosperity & Economic Scrutiny Committee	Working Group minutes	Karen Brown	5611004
01387	To consider the recommendations of the Sustainable Communities Scrutiny Committee following a review of local studies provision in Sunderland	Cabinet	09/Jun/2010	Health, Housing and Adult Services staff, external providers, service users, public	Evidence at Scrutiny Committee	Via Contact Officer by 21 May 2010 - Sustainable Communities Scrutiny Committee	Report of the Working Group	Helen Lancaster	5611233

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01385	To consider the recommendations of the Prosperity & Economic Scrutiny Committee following a review of Tourism & Marketing	Cabinet	09/Jun/2010	Tourism officers, ONE	Evidence at Scrutiny Meetings	Via Contact Officer by 21 May 2010 - Prosperity & Economic Scrutiny Committee	Working Group minutes	Karen Brown	5611001
01386	To consider the recommendations of the Sustainable Communities Scrutiny Committee following a review of access to social housing	Cabinet	09/Jun/2010	Health, Housing and Adult Services staff, external providers, service users, public	Evidence at Scrutiny Committee, interviews, focus groups	Via Contact Officer by 21 May 2010 - Sustainable Communities Scrutiny Committee	Policy Review final report	Nigel Cummings	5611006
01388	To consider the recommendations of the Health and Well-Being Scrutiny Committee following a review of tackling health inequalities in Sunderland	Cabinet	09/Jun/2010	Health, Housing and Adult Services staff, external providers, service users, carers, public	Evidence at Scrutiny Committee, interviews, community event, expert jury event	Via Contact Officer by 21 May 2010 - Health and Well-Being Scrutiny Committee	Policy Review final report	Nigel Cummings	5611006

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01399	To agree the Procurement of a Care Provider for Extra Care (for people with Dementia)	Cabinet	09/Jun/2010	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff and Health Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 May 2010 - Health and Wellbeing Scrutiny Committee	Full Report	Graham King	5661894
01393	To consider the recommendations of the Environment and Attractive City Scrutiny Committee following a review of allotment provision.	Cabinet	09/Jun/2010	Council Officers, Allotment Holders and Associations	Evidence at Allotment Provision Working Group	Via the Contact Officer by 21 May 2010 - Environment and Attractive City Scrutiny Committee	Working Group minutes	Jim Diamond	5611396
01401	To recommend Council to adopt the 2010-2011 Youth Justice Plan, prior to submission to the Youth Justice Board	Cabinet	09/Jun/2010	Youth Offending Service Board	Meetings of the Youth Offending Service Board	To the contact officer by 14 May 2010. Children - Young People and Learning	YJB Guidance, Sunderland Strategy, CIP	Kelly Davison - Pullan	5663048

Forward Plan: Key Decisions from - 01/May/2010 to 31/Aug/2010

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
01397	To agree the Re-procurement of Short Break Services	Cabinet	21/Jul/2010	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff and Health Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 June 2010 - Health and Wellbeing Scrutiny Committee	Full Report	Graham King	5661894

MANAGEMENT SCRUTINY COMMITTEE

SCRUTINY COMMITTEES WORK PROGRAMMES FOR 2009-10

REPORT OF THE CHIEF EXECUTIVE

29 April 2010

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 2009/10 and provides an opportunity to review the Committee's own work programme for the remainder of this Municipal Year.

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.

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 2009-10 and to its own work programme.

6. Background Papers

Scrutiny Committee Agendas – April 2010 cycle of meetings.

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CHILDREN, YOUNG PEOPLE & LEARNING SCRUTINY COMMITTEE WORK PROGRAMME 2009-10

	JUNE 18.6.09	JULY 9.7.09	SEPTEMBER 17.9.09	OCTOBER 15.10.09	NOVEMBER 12.11.09	DECEMBER 10.12.09	DECEMBER 18.12.09	JANUARY 14.1.10	FEBRUARY 11.2.10	MARCH 11.3.10	APRIL 22.4.10
Policy Review	Proposals for policy reviews (KB)	Scope of review – Commissioning 16-19 learning Looked After Children – Progress on recommendations			16-19 Learning – Setting the Scene (LB)	Achieving Educational Inclusion (MF)	Evidence Gathering Meeting – 16-19 Changes	Youth Work Commissioning (AN)	YOS Improvement Plan (JH)	Apprenticeships (SS)	Final Report – 16-19 changes
Scrutiny	Workforce Innovation & Reform Strategy consultation (PC/PT) Health Notice : Measles Outbreak (KM)	Laming Report Action Plan (KM) Health Notice : Swine Flu / Measles Outbreak (NC)	Library Plan (JH) HRH Primary – Improvement Plan (SM/MF)	Ofsted Inspection Framework / Schools Performance 2008/09 (LB)	Young Persons Supported Housing Project (PB)	Library Services Pricing Review (JH) Behaviour & Attendance Strategy (PH)		Schools Concerns Policy (LB)	Corporate Parenting Annual Report (MB) Library Services Pricing Review (JH) HRH Monitoring Visit	Social Worker Roles & Responsibilities (MB) BSF Wave 2 (BS) School Admissions 2011/12 (BS)	Phoenix Project (Fire Service) Tellus4survey (SM)
Scrutiny (Performance)	HRH Primary – Improvement Plan (SM/MF) Ofsted 12 months progress Plains Farm Primary	Castle View Monitoring Visit (MF)	Provisional KS Results (MF/AB) Performance & VfM Annual Report (SM)	Complaints Annual Report 08/09 (SM) LDD Strategy (SF)	Audit Commission School Survey 2009 (SM)	HRH Primary Improvement Plan (MF/SM)		Performance Q2 April – Sept 09	Attainment of C&YP inc Gender (LB)		Performance Framework Q3
Cabinet	Article 4: Youth Justice Plan 09/10 (JH/GK)							Strategic Planning Process	Article 4: CYPP 2009-11 LSP Delivery Report		
Committee Business	Work Programme 2009/10 (KB) Children's Homes Inspections Parenting Strategy	Libraries Conference	Ofsted Safeguarding Inspections Final Draft Work Programme	Co-opted Review (KB)	Libraries Conference Feedback (GH/TM)			CCfA revisions			Annual Report (KB) Conference Attendance

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

COMMUNITY AND SAFER CITY SCRUTINY COMMITTEE WORK PROGRAMME 2009-10

	JUNE 15.6.09	JULY 7.7.09	SEPTEMBER 15.9.09	OCTOBER 13.10.09	NOVEMBER 10.11.09	DECEMBER 8.12.09	JANUARY 12.1.10	FEBRUARY 9.2.10	MARCH 9.3.10	APRIL 20.4.10
Policy Review	Proposals for policy review (Jim Diamond)	Scope of review – Anti Social Behaviour and Alcohol (Jim Diamond/Stuart Douglass)	Approach to review (JD) Impact of Deprivation – Visit)	Evidence Gathering	Evidence Gathering – Anti Social Behaviour and Housing (Stuart Douglass) Feedback from Conference (Members) Arrangements for Safer Sunderland Forum (J Diamond)	Evidence Gathering Tackling Deliberate Fires (John Allison) Neighbourhood Helpline (Liz St Louis) Safer Sunderland Forum – Feedback (Jim Diamond)	Evidence Gathering Nexus (Ken Wilson) Home Office Advice on Tackling Anti Social Behaviour (Bill Blackett) Environmental Enforcement Teams (Norma Johnson)	Evidence Gathering Not in my Neighbourhood Week – Feedback (Bill Blackett) Visit to City Police Teams (Jim Diamond) Visit to Youth Village (Andy Neal)	Evidence Gathering Tagging Visit (Claire Harrison) Victim Support (Gillian Thirlwell) LMAPS (Bill Blackett) Community Engagement and Progress on the Policing Pledge (Stuart Douglass)	Anti Social Behaviour - Final Report
Scrutiny		Polycarbonate Drinking Vessels – City Centre Pilot (Stuart Douglass)		National Drug Strategy (Stuart Douglass) Poverty of Place – Visit (Sal Buckler)		Violent Crime – Delivery Plan 2009/10 (Stuart Douglass)			Reducing Reoffending (Stuart Douglass)	Magistrates Court (Lisa Shotton) Powers of CSO's
Scrutiny (Performance)			Performance Q1 (Mike Lowe)				CAA Report and Performance (Gillian Robinson) Strategic Planning Process (John Beaney)	Annual Delivery Plan (Sal Buckler)		Performance Framework Q3 (Mike Lowe) Fear of Crime – Update report (Stuart Douglass)
Ref Cabinet				Gambling Act – Amendments to Statement of Principles (Norma Johnston)						
Committee Business	Work Programme 2008/09 (JD)			Request to Attend Conference (J Diamond)			Review of Councillor Call for Action (Jim Diamond)			

CCFA/Members items/Petitions										
Information										

ENVIRONMENT AND ATTRACTIVE CITY WORK PROGRAMME 2009 -10

	JUNE 18.6.09	JULY 13.7.09	SEPTEMBER 21.9.09	OCTOBER 19.10.09	NOVEMBER 16.11.09	DECEMBER 14.12.09	JANUARY 18.1.10	FEBRUARY 15.2.10	MARCH 15.3.10	APRIL 26.4.10
Policy Review	Proposals for policy review (JD)	Scope of review – Highways and Network Management (Jim Diamond)	Baseline Report (JD)	Evidence Gathering	Evidence Gathering	Evidence Gathering	Evidence Gathering	Evidence Gathering	Draft report (JD)	Final Report
Scrutiny		Lisburn Terrace Triangle Development Framework – Cabinet Consultation (Keith Lowes) Highways Maintenance Contingency- Prioritisation (Burney Johnson)	Parking Enforcement (B Johnson)	Civil Parking Enforcement (B Johnson) Holmeside Triangle Development Framework (K Lowes) Sunniside Conservation Area (K Lowes)	Public Transport Issues/Bus Network Redesign (NEXUS)	Local Development Framework – Progress Report (Neil Cole) Flood Planning (Barry Frost) Local Development Framework – Annual Report (Neil Cole)	Waste Management and Recycling (Peter High) Seafront Masterplan (Keith Lowes) Flood Planning (Barry Frost) Silksworth Conservation Area (Mark Taylor)	Bus Network Redesign - Consultation (NEXUS) Stadium Development Village Development Framework (K Lowes)	Cemeteries (Les Clark) Fawcett Street Visit – Cllr Wood Item (Keith Lowes) LDF Core Strategy (Neil Cole) Allotments – Task and Finish Group (Helen Lancaster)	Streetlighting (Aurora/Graham Carr) Legible City – Better Signposting of the Gateways (Chris Alexander) Public Toilets (Les Clark) Winter Maintenance (Les Clark)
Scrutiny (Performance)			Performance Q1 (Mike Lowe)				CAA and Performance Update (Mike Lowe) Strategic Planning Process (Jon Beaney)	LAA Agreement Delivery Plan (Sal Buckler)		Performance Monitoring Report/Policy Review – Progress (Mike Lowe) Destination Management Plan (Karen Marshall)
Ref Cabinet										
Committee Business	Work Programme 2008/09 (JD)		Overview and Scrutiny Handbook (J Diamond)				Review of Councillor Call for Action Mechanism (J Diamond)			End of Year Report – Draft (Jim Diamond)
CCFA/Members items/Petitions					Cllr P Wood – Condition of Fawcett Street		Cllr R Vardy – Gritting of Roads in Winter Weather			

Information										
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HEALTH AND WELLBEING SCRUTINY COMMITTEE WORK PROGRAMME 2009-10

	JUNE 17.06.09	JULY 08.07.09	SEPTEMBER 16.09.09	OCTOBER 14.10.09	NOVEMBER 11.11.09	DECEMBER 9.12.09	JANUARY 13.01.10	FEBRUARY 10.02.10	MARCH 10.03.10	APRIL 21.04.10
Policy Review	Proposals for policy review (Review Coord)	Scope of review (Review Coord)	Approach to Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Draft report (Review Coord)	Final Report
Scrutiny	Proposed Restructuring of Community Nurse Teams in Sunderland (TQ) Workforce Development in the Independent Care Sector (TWCA) Health and Wellbeing Inequalities (NCx) Food Law Enforcement Safety Plan. (NJ)	Position Statement on Autism (SL) Pandemic Influenza & Measles – Update (NCx)	Beacon Award – Reducing Health Inequalities	NTW Crisis Resolution Team (RP) Intensive Rehabilitation & Recovery Services for Men & Women (CW/MW) Washington MPC (GK) Integrated Care Pilot Scheme (SL)	Annual Home Care Report including Home Care Services Progress Report (SL) Shop Mobility Scheme (PB) Barmston Medical Practice (LA) Ocular Oncology	Quality Standards for Residential and Nursing Homes for Older People (GK) Total Place (LC) Redesign of Drug and Alcohol Programmes (BS) District Nursing Review (CB)	Electronic Prescriptions (LA) NHS Constitution (LA)	Provision of Public Services to People with Learning Disabilities (GK/JF) Response to Out of Hours Care Query (GK) WHO Healthy City (NM)		Annual Report (Review Coord) MH Reprivation (TR) Sunderland LINK Report (SW) Mobility Scooter Consultation (NC)
Scrutiny (Performance)			Performance & VfM Assessment (Paul Allen) Dementia Care in Sunderland Policy Review 08/09 – Progress (SL) Quality Commissioning Progress Monitor 07/08 Policy review SL		Day Opportunities Update		Dementia Care in Sunderland Policy Review 08/09 – Progress (SL) Performance Framework Q2 (GR) Strategic Planning Process 2010/11 (JB)	Annual Delivery Plan	Quality Commissioning Progress Monitor 07/08 Policy review SL Annual Health Check	Performance Framework Q3 (Paul Allen) Home Care Services Progress Report (SL)
Ref Cabinet	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord) Cooption Report	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)
Committee business							Review of CCfA			

CCFA/ Members items/Petitions			Conference Attendance CfPS Bid Forward Plan	Forward Plan	Forward Plan	Forward Plan Joint Scrutiny Proposals	Forward Plan	Forward Plan	Forward Plan	Forward Plan
Information	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord) Cooption Report	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)

Scrutiny Items – Carried Forward

Crisis Resolution Team Update – A further update to come back to committee (Sept 10)

Intensive Rehabilitation & Recovery Services for Men & Women (Sept 10)

Futures Team & Supported Living Model – Report in next Municipal Year (GK)

Presentation on interventions and services available to those with alcohol dependency issues (PCT)

City Hospitals – Clinical Governance Report (CH)

PROSPERITY & ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE WORK PROGRAMME 2009-10

PROSPERITY & ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE WORK PROGRAMME 2009-10											
REASON FOR INCLUSION	JUNE 17.6.09	JULY 15.7.09	SEPTEMBER 23.9.09	OCTOBER 21.10.09	NOVEMBER 18.11.09	DECEMBER 16.12.09	JANUARY 20.1.10	FEBRUARY 17.2.10	MARCH 17.3.10	APRIL 28.4.10	MAY 4.5.10
Policy Review	Proposals for reviews (KJB)	Scope review (Cabinet Member Attendance) (KJB)			Major Projects Overview (JJ) WNS Use of Budget			City Centre Developments (LH)			Final Report – WNS (KJB) Final Report - Tourism (CH)
Scrutiny	Overview of the Working Neighbourhood Strategy (Cllr BC/VT)	Overview of Tourism & Marketing (KM)	Economic Masterplan (VT/CR) Tourism Submission to Select Committee (KM)	Sunderland Retail Needs Assessment (NC/GC) Industrial Property Review (CC)	Connexions – NEETs (AC) Future Jobs Fund (GB)	Arc strategy (DW) Economic Masterplan Aims & Values (VT)	Seafront Regeneration Strategy & Marine Walk Masterplan (CJ) Sunniside Partnership (BH)	Lambton Cokeworks Development (HCA)	Destination Management Plan (KM) Port Development Progress Economic Masterplan (VT)	Future Jobs Fund (GB) SCVS Recession Survey (GM)	
Scrutiny (Performance)			Performance Q1 & VfM (GR)				Performance Q2			Performance Q3	
Ref Cabinet							Strategic Planning Process	Partnership Delivery Report			
Committee business	Draft Work Programme 09/10 (KJB)		Work Programme (KB)	Grand Committee Feedback (KR) High Streets Feedback (KR) Coopted Member Protocol (KB)	WNS – Use of Scrutiny Budget	Working Groups – Progress report	CCfA Guidance	WNS – Use of Scrutiny Budget		Annual Report	
CCFA/Members items/Petitions											
Information		Forward Plan Pilot									

At every meeting Forward Plan items with the remit of this Scrutiny Committee and Work Programme Update

SUSTAINABLE COMMUNITIES SCRUTINY COMMITTEE WORK PROGRAMME 2009-10

	JUNE 15.06.09	JULY 14.07.09	SEPTEMBER 22.09.09	OCTOBER 20.10.09	NOVEMBER 17.11.09	DECEMBER 15.12.09	JANUARY 19.01.10	FEBRUARY 16.02.10	MARCH 16.03.10	APRIL 27.04.10
Policy Review	Proposals for policy review (Review Coord)	Scope of review (Review Coord)	Approach to review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Progress on Review (Review Coord)	Draft report (Review Coord)	Final Report
Scrutiny		Empire Theatre Annual Report Forward Plan	Forward Plan	Climate Change (JG) Homelessness Report (PB/DS) Young Persons Supported Housing Project (PB/DS) Forward Plan	Major Projects Report (JB) Football Investment Strategy (JR) Britain in Bloom(IC/NA) Forward Plan	Review of Local Studies in Sunderland (NC/HL) Forward Plan	Climate Change (JG) Sustainability Appraisals (NCo) Review of Local Studies – Setting the Scene (VM) Forward Plan Bowes Railway Report (VM)	Accommodation with Support Design Guide (AC) Annual Sport and Leisure Report (RL) Forward Plan	Forward Plan English Heritage – Christmas Workshop State of the Historic Environment Report (ML) Local Studies Review (HL)	Annual Report (Review Coord) Climate Change (JG) Forward Plan
Scrutiny (Performance)			Performance & VfM Assessment Progress on Policy Review 08/09 – A Place to Play		Heritage Update (JH)	Progress on Policy Review 08/09 – A Place to Play	Performance Framework Q2 Strategic Planning Process	Annual Delivery Plan		Performance Framework Q3 Progress on Policy Review 08/09 – A Place to Play
Ref Cabinet	Terms of Reference of the Review Committee	Cabinet Response to the Policy Review-A Place to Play								
Committee business	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord) Conference Attendance	Work Programme 2009/10 (Review Coord) Cooption Report	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)	Work Programme 2009/10 (Review Coord)
CCFA/ Members items/Petitions							Review of CCfA Mechanism			

Items Carried Forward:

State of War Memorials in Sunderland

MANAGEMENT SCRUTINY COMMITTEE WORK PROGRAMME 2009/10

REASON FOR INCLUSION	JUNE 23.6.09	JULY 16.7.09	SEPTEMBER 24.9.09	OCTOBER 22.10.09	NOVEMBER 20.11.09	DECEMBER 17.12.09	JANUARY 21.1.10	FEBRUARY 18.2.10	MARCH 18.3.010	APRIL 29.4.10
Scrutiny		Absence Management (SS) Asset Management Review (CC)	Absence Management – Additional Information (SS)		Gentoo – Request to Extend Borrowing Powers (KB) Strategy for Surplus Assets (CC)	Health & Safety Annual Report (SS)				
Scrutiny (Performance)			Performance & VfM Assessment (SR)			Service Planning Arrangements for 2010/11	Performance Management Q2 (SR)		Annual Audit Letter (moved from February due to budget focus of meeting)	Performance Management (Q3) (SR)
Ref Cabinet			Proposal for Budget Consultation 2010/11 (KB) Budget Variations 1 st Q (KB)	Budget Variations 2 nd Q (KB) Budget Planning Framework (KB)			Council Tax 2010/11 (KB) Budget Variations 3 rd Q (KB) CAA Formal Feedback (SR)	Budget & Service Reports - RSG 09/10 - Council Tax - CIP	CAA – Use of Resources Action Plan LAA – Annual Review Process	
Committee business	Annual Work Programme & Policy Review 2009/10 (CB) Scrutiny Committee Work Programme 2009/10 (CB)	Feedback from conference (CB) Refresh of Scrutiny Handbook (CB) Relationship Building / INLOGOV (CB) Forward Plan Pilot (CB)	Draft Protocol – Scrutiny and External Partners (CB) Draft Protocol – Appointment of Co-opted Members to the Council’s Scrutiny Committees (CB)	Tony Bovaird Workshops (CB) Draft Role Descriptors for Scrutiny Chair, Vice Chair and Scrutiny Member (CB) Finalised Protocol – appointment of Co-opted Members to the Council’s Scrutiny Committees (CB) Review of CCfA Mechanism & Proposal for Introduction of Selection Criteria for Dealing with issues of Local Concern (CB)	Chairs Six Month Progress Reports Pilot (CB) Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB) Feedback from Seminar: NEREO Seminar on Performance Management (Cllrs Tate and Wright) (CB)	Future Monitoring of Scrutiny Recommendations Pilot (CB) Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB) Feedback from Parliamentary Seminar of 1 Dec 09 from Cllr Wright (CB) Further Revisions to the CCfA Mechanism / Proposal for Introduction of Selection Criteria for Dealing with issues of Local Concern (CB)	Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB) IDeA Peer Review of Scrutiny Health Check 15+16 February 2010 (CB) – Finalised Timetable.	Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB)	Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB)	Draft Scrutiny Annual Report (CB) Forward Plan (CB) Work Programmes of all Scrutiny Committees (CB) Annual Scrutiny Conference 2010 – Draft Programme Outline (CB)