

**Record of
Executive
Decisions
published
18/Jan/2024**

**Sunderland
City Council**

Elaine Waugh
Assistant Director of Law and Governance

City Hall
Sunderland

18 January 2024

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Scrutiny Co-ordinating Committee

Date decision in force:

26 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Response from Scrutiny Co-ordinating Committee – 7 December 2023 – Capital Programme Planning 2024/2025 – 2027/2028 – Report of the Assistant Director of Law and Governance

Full description of decision:

To consider the comments of the Scrutiny Co-ordinating Committee.

Reasons for decision:

To comply with the statutory requirements.

Alternative options considered and rejected:

No alternative options are proposed.

Contact Officer: Elaine Waugh

Email: elaine.waugh@sunderland.gov.uk

Is this a key decision:

Yes

Does the Decision contain Confidential/Exempt Information:

No

Declarations of Interest and Dispensations:

None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Scrutiny Co-ordinating Committee

Date decision in force:

26 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Response from Scrutiny Co-ordinating Committee – 7 December 2023 –
Budget Planning Framework and Medium Term Financial Plan 2024/2025 –
Report of the Assistant Director of Law and Governance

Full description of decision:

To consider the comments of the Scrutiny Co-ordinating Committee.

Reasons for decision:

To comply with the statutory requirements.

Alternative options considered and rejected:

No alternative options are proposed.

Contact Officer: Elaine Waugh

Email: elaine.waugh@sunderland.gov.uk

Is this a key decision:

Yes

Does the Decision contain Confidential/Exempt Information:

No

Declarations of Interest and Dispensations:

None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Scrutiny Coordinating Committee

Date decision in force:

18 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Performance Report – Quarter 2 of 2023/2024 – Report of the Chief Executive

Full description of decision:

To consider and accept the performance information in relation to Quarter 2 performance of 2023/24

Reasons for decision:

To ensure Cabinet is informed of the current performance position for the council against the City Plan.

Alternative options considered and rejected:

No alternative options are proposed.

Contact Officer: Beverley Poulter

Email: beverley.poulter@sunderland.gov.uk

Is this a key decision: No

Does the Decision contain Confidential/Exempt Information: No

Declarations of Interest and Dispensations: None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Scrutiny Coordinating Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:

Capital Programme Third Review (including Treasury Management) 2023-2024 – Report of the Director of Finance

Full description of decision:

To:

- In respect of the third capital review for 2023/2024 to approve the inclusion of additional schemes or variations to existing schemes for 2023/2024 detailed at Appendix A;
- Note the increased cost pressures on the Capital Programme as detailed in paragraph 4.3 of the report; and
- In relation to the Treasury Management Strategy, Cabinet is asked to note the progress in implementing the 2023/2024 Treasury Management Strategy and Prudential Indicators.

Reasons for decision:

As included in the Council's constitution, Cabinet is required to exercise control over capital spend and resources and receives quarterly reports to support this. This report notes the inclusion of additional capital schemes since approval by Cabinet on 12th October 2023.

Cabinet is also requested to note the progress in implementing the Treasury Management Strategy for 2023/2024, which is in line with the approved Treasury Management Policies.

Alternative options considered and rejected:

No alternative options were proposed.

Contact Officer: Paul Wilson

Email: paul-s.wilson@sunderland.gov.uk

Is this a key decision: Yes

Does the Decision contain Confidential/Exempt Information: No

Declarations of Interest and Dispensations: None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Scrutiny Coordinating Committee

Date decision in force:

26 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Revenue Budget Third Review 2023-2024 – Report of the Director of Finance

Full description of decision:

To:

- Note the contents of the report; and
- Approve the contingency transfers proposed at Section 3.4.

Reasons for decision:

To respond to variations in expenditure and income which have arisen in 2023/2024 and enable effective budgetary control to be exercised.

Alternative options considered and rejected:

No alternative options were proposed.

Contact Officer: Paul Wilson

Email: paul-s.wilson@sunderland.gov.uk

Is this a key decision:

Yes

Does the Decision contain Confidential/Exempt Information:

No

Declarations of Interest and Dispensations:

None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Scrutiny Coordinating Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:
Council Tax Base 2024-2025 – Report of the Director of Finance

Full description of decision:

To recommend to Council:

- The report for the calculation of the Tax Bases for the City Council and Hetton Town Council for 2024/2025 be approved; and
- That pursuant to the report and in accordance with the Local Authorities (Calculation of Tax Base) Regulations 1992, as amended by Local Authorities (Calculation of Council Tax Base) (England) Regulations 2012 the amount calculated by Sunderland City Council as its Council Tax Base for the year 2024/2025, shall be 74,484 and for the area of Hetton Town Council shall be 4,267.

Reasons for decision:

To comply with statutory requirements.

Alternative options considered and rejected:

There are no alternative options recommended for approval.

Contact Officer: Paul Wilson

Email: paul-s.wilson@sunderland.gov.uk

Is this a key decision: Yes

Does the Decision contain Confidential/Exempt Information: No

Declarations of Interest and Dispensations: None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Scrutiny Coordinating Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:

Local Council Tax Support Scheme – Report of the Director of Finance

Full description of decision:

To recommend to Council that:

- (i) No changes are made to the current LCTSS, the main features of which are set out at Appendix A, for the City of Sunderland, except as required to incorporate any regulations laid down by the Department for Levelling Up, Housing and Communities; and
- (ii) The approved LCTSS for the financial year 2024/2025 be published on the Council's website and in any additional manner determined by the Director of Finance in consultation with the Cabinet Secretary.

Reasons for decision:

- (i) The proposed scheme, the main features which are as set out at Appendix A of the report, reflects the experience of the impact of the scheme to date and is seen to be a fair and affordable scheme for residents on a low income; and
- (i) The Council must have its LCTSS approved by 11 March 2024, and the design of the scheme impacts upon the calculation of the council tax base which was considered elsewhere on the Cabinet agenda.

Alternative options considered and rejected:

There are no alternative options proposed. There is a statutory requirement for the Council to consider, for each financial year, whether to revise its LCTSS or replace it with another scheme, with any revision or replacement scheme being determined by 11th March in the preceding financial year.

Contact Officer: Paul Wilson

Email: paul-s.wilson@sunderland.gov.uk

Is this a key decision: Yes

Does the Decision contain Confidential/Exempt Information: No

Declarations of Interest and Dispensations: None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Scrutiny Coordinating Committee

Date decision in force:

26 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Revenue Budget 2024/2025 to 2027/2028 – Update and Provisional Local Government Settlement – Report of the Director of Finance

Full description of decision:

To:

- Note the update to the Government funding position, including the outcome of the Provisional Local Government Finance Settlement set out at section 4 of the report;
- Note the update on the 2024/2025 to 2027/2028 budget planning as set out at sections 5 to 11 of the report; and
- In relation to the Sunderland Schools' local funding formula, the Sunderland Schools' Forum recommended Cabinet be requested to approve the following in principle, subject to final modelling and verifying affordability, to be implemented for the 2024/2025 Sunderland local funding formula:
- The National Funding Formula (NFF), made up of fifteen different funding elements, to be implemented with the following local adjustments:
 - The Minimum Funding Guarantee applied at 0.5% in line with the NFF value;
 - A transfer of 0.5% (c. £1m) to the High Needs Block in recognition of ongoing pressures; and
 - Reduction in the Basic Entitlement Factors (Average Weighted Pupil Unit) to allow for the transfer above.

Reasons for decision:

To provide an update on the Government funding position, including the impact of Provisional Local Government Finance Settlement on the budget planning for 2024/2025 to 2027/2028.

To update the Medium-Term Financial Plan and Budget Planning in light of the latest information.

Alternative options considered and rejected:

There are no alternative options recommended for approval.

Contact Officer: Paul Wilson

Email: paul-s.wilson@sunderland.gov.uk

Is this a key decision:

Yes

Does the Decision contain Confidential/Exempt Information:

No

Declarations of Interest and Dispensations:

None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Economic Prosperity Scrutiny
Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:
Council Housing Rent 2024/2025 – Report of the Executive Director of
Health, Housing and Communities

Full description of decision:
To approve an increase in Council housing rents by 6.7% with effect from 1
April 2024.

Reasons for decision:
In June 2020 Cabinet approved the Housing Service Policy Framework.
Within this Policy Framework was the Council's Rent and Service Charge
Policy which set out that rents will be set in accordance with relevant
Government policy and legislation and adhere to the Regulator of Social
Housing Rent Standard.

Cabinet approval is required to determine the rent increase to be applied for
2024/25.

Alternative options considered and rejected:
The option of applying an alternative rent increase (either above or below that
proposed within the report) has been considered and is not recommended.

The Housing Service must be delivered to all tenants in the long term. This
service is funded from rental income which needs to cover the ongoing costs
of repairs and maintenance and long-term improvements to Council tenants'
homes.

A lower rent increase would compound a long-term problem in delivering
future services as income will lag significantly behind service cost pressures
and inhibit the Council's ability to meet the needs of tenants with regards to
repairs and maintenance, future home improvement programmes and
housing management services. This would create a position where the
Council would be at risk of not meeting the regulatory requirements set by the
Regulator of Social Housing.

Additionally, there has been consideration of the financial constraints facing
our tenants and an assessment of the future operating costs and taking this

into consideration the rent increase proposed for 2024/25 would be 6.7% and not at the maximum level permitted.

The proposed increase is in accordance with the Government's Direction on the Rent Standard.

Contact Officer: Graham Scanlon

Email: graham.scanlon@sunderland.gov.uk

Is this a key decision:	Yes
Does the Decision contain Confidential/Exempt Information:	No
Declarations of Interest and Dispensations:	None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:

Cabinet

Appropriate Scrutiny Committee:

Children, Education and Skills
Scrutiny Committee

Date decision in force:

26 January 2024

Date of decision:

18 January 2024

Title and author(s) of written report:

Special Education Needs Provision – School Organisation Proposals and Procurement of Capital Works – Report of the Director of Children’s Services

Full description of decision:

To:

1. Authorise the commencement of the necessary statutory process required to:
 - Establish a resourced Autism Spectrum Disorder (ASD) Unit at Mill Hill Primary School.
2. Subject to the outcomes of the required School Organisation processes and subject to consultation with the Children, Learning and Skills Portfolio Holder, authorise the Director of Children’s Services to procure capital works and award contracts to facilitate the creation of a resourced ASD provision at Mill Hill Primary School.

Reasons for decision:

The proposal contained within this paper has been identified as necessary to ensure that Sunderland City Council continues to effectively meet its statutory duty to ensure that there are enough local school places to meet demand.

The proposal to provide localised SEN provision in South Sunderland will ensure that pupils with Education Health and Care Plans (EHCP) can access provision that meets their needs within localities. This will reduce the need for young pupils, particularly those aged between 5 and 11 years of age, to travel to central provisions to access appropriate school places. Development of resourced provisions / units within primary schools will also enable children, for whom it is appropriate, to access elements of a mainstream curriculum in a maintained primary school setting.

Cabinet approval is required for the capital works procurement which is anticipated to exceed £500K.

Alternative options considered and rejected:

- Retain current SEN site locations only – This would not enable pupils to access specialist provision within their home localities leading to extended travel time, high transport costs and greater potential for failed re-integration back into substantive school places.
- Retain current levels of ASD provision – As all of the city’s ASD provision is currently at capacity this will result in pupils being placed in out of area or independent places, resulting in increased travel time, a need to commission out of area residential places or placement at independent settings which would lead to pressure on the local High Needs Block budget.
- Not to refurbish surplus class space at Mill Hill Primary School – This would result in the premises identified to deliver the ASD provision not being equipped to meet the needs of the pupils on roll from either a condition or suitability perspective.

Contact Officer: Alan Rowan

Email: alan.rowan@sunderland.gov.uk

Is this a key decision:	Yes
Does the Decision contain Confidential/Exempt Information:	No
Declarations of Interest and Dispensations:	None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Scrutiny Coordinating Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:

Procurement of a Framework Agreement for Funeral and Coronial Services – Joint report of the Director of Smart Cities and Enabling Services and Director of Adult Services

Full description of decision:

To authorise the Director of Smart Cities and Enabling Services and the Director of Adult Services in consultation with the Cabinet Secretary and the Healthy City Portfolio Holder to procure and award a framework agreement for a duration of 4 years for the delivery of funeral and coronial services.

Reasons for decision:

The estimated aggregate value of the contract for the full contract term is £820,200. Since this is in excess of £500,000, Cabinet approval is required prior to advertising this contract for procurement in accordance with paragraph 9.2 of the Council's Procurement Procedure Rules.

The Council has a requirement to arrange the removal of bodies and to arrange funeral services as outlined within the report, which includes the performance of its statutory duties.

A single-supplier framework will promote consistency of practice and efficiency for the local authority and its partner agencies (including the police, ambulance, and mortuary services).

A contract term of 4 years is proposed to secure cost certainties and cost efficiencies in the delivery of the services. The contract includes delivery of both the funeral services and the body removal services in order to ensure that the service is attractive to the market.

Alternative options considered and rejected:

A framework agreement for a multi-supplier framework has been considered, however delivery by a single provider ensures consistency of practice and efficiency across the Council and partner agencies.

A framework of a lesser duration has also been considered however this duration is intended to secure greater cost certainty and efficiency for the contract term.

Contact Officer: Liz St Louis

Email: liz.stlouis@sunderland.gov.uk

Is this a key decision:

Yes

Does the Decision contain Confidential/Exempt Information:

No

Declarations of Interest and Dispensations:

None

Record of Executive Decisions Published: 18/Jan/2024

Decision Taker:
Cabinet

Appropriate Scrutiny Committee:
Economic Prosperity Scrutiny
Committee

Date decision in force:
26 January 2024

Date of decision:
18 January 2024

Title and author(s) of written report:
Proposed Development Strategy of the Council's Self and Custom Build Sites
– Report of the Executive Director of City Development

Full description of decision:
As set out in the Cabinet Report.

Reasons for decision:
As set out in the Cabinet Report

Alternative options considered and rejected:
As set out in the Cabinet Report.

Contact Officer: Peter McIntyre

Email: peter.mcintyre@sunderland.gov.uk

Is this a key decision:	Yes
Does the Decision contain Confidential/Exempt Information:	Yes
Declarations of Interest and Dispensations:	None