

At a meeting of the MANAGEMENT SCRUTINY COMMITTEE held in the CIVIC CENTRE on FRIDAY, 20TH NOVEMBER, 2009 at 10.30 a.m.

Present:-

Councillor Tate in the Chair

Councillors Barkess, D. Forbes, M. Forbes, P. Gibson, J. Scott and T. Wright.

Also present:-

Councillor Miller - Chairman of the Environment and Attractive City Scrutiny Committee
Councillor Stewart - Chairman of the Children, Young People and Learning Scrutiny Committee

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Copeland, L. Martin, Mordey and Walker.

Apologies for absence were also submitted on behalf of Councillor Heron, Chairman of the Community and Safer City Scrutiny Committee and Councillor S. Watson, Chairman of the Sustainable Communities Scrutiny Committee.

Minutes of the Last Meeting of the Committee held on 22nd October, 2009

(i) Attendance Management

In response to the memorandum dated 9th November, 2009 providing further information in relation to sickness absence as requested at the last meeting, Councillor P. Gibson asked whether the sickness procedures applied to schools.

Ms. Charlotte Burnham, Head of Overview and Scrutiny undertook to clarify the matter with colleagues from the Personnel Department and circulate the information to Members of the Committee.

1. RESOLVED that the minutes of the last meeting of the Scrutiny Committee held on 22nd October, 2009, Part I (copy circulated), be confirmed and signed as a correct record.

Declarations of Interest (including Whipping Declarations)

There were no interests declared.

Gentoo – Derivative Transactions

The Director of Financial Resources submitted a report (copy circulated) setting out and asking the Committee to consider a request for the Council to agree to a widening of the borrowing powers of Gentoo, which includes the use of derivative transactions.

(For copy report – see original minutes).

Mr. George Blyth, Deputy Director of Financial Resources briefed the Committee on the report. He highlighted the reasons for the change to the Memorandum of Association detailed at paragraph 2.3 of the report. He also drew attention to the review of the proposal carried out by the Council to satisfy itself that the 'wider' powers were appropriate, beneficial to the Company and ultimately to its tenants and that the additional risks involved by using the new 'wider' borrowing powers were suitably identified and would be managed effectively by Gentoo. Mr. Blyth pointed out that legal opinion had been received from the Chief Solicitor and specific issues had been followed up with independent legal advisors, Trowers and Hamblins LLP. Mr. Blyth advised the Committee that this was a reasonable request and recommended the Committee to approve the recommendation.

The Chairman introduced Mr. Sean Brodie, Treasury Manager with Gentoo. Mr. Brodie stated that the widening of the borrowing powers would allow Gentoo flexibility in seeking funding and provide better value for money and that fundamentally there would be no change to the level of risk the Company would take.

In response to Councillor M. Forbes, Mr. Brodie advised that the Company would be borrowing money for the whole of its operation. They did use as an organisation the properties in Sunderland to raise money for the whole organisation, in that all of the Group's assets were used for the benefit of the whole group. This had always been the case since the transfer of the housing stock in 2001. The issue now was about how to raise finance and manage the risk around housing. Approximately 70% of the debt was at a fixed rate. This request to widen powers was about the mechanics around managing risk.

The Chairman commented that the Council also did this in that it shopped around for better rates, managing debt and borrowing money at the best rates it could.

Mr. Brodie stated that he understood Members worries but everything that the Company was allowed to do as an organisation was governed by the Tenants Support Authority and everything was tightly regulated.

Councillor M. Forbes asked Mr. Brodie to guarantee that Sunderland tenants and housing stock would not be put at risk in any way.

Mr. Brodie stated that this change in the Memorandum of Association of Gentoo Sunderland would allow the risk to be reduced more efficiently and the risk to be better managed.

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

2. RESOLVED that having reviewed the proposal, the Committee agrees that the Director of Financial Resources can grant the request from Gentoo and thereby change the Memorandum of Association of Gentoo Sunderland as outlined in Appendix 2 * (including a slight amendment detailed below) of the report by making this decision under the use of delegated powers.

* In Appendix 2 – the word “**financial**” is to be inserted in the first sentence of the document as follows:-

Subject to this Clause 6 the Company may enter into and perform any **financial** derivative transaction on such terms as the Company thinks fit for the purpose of hedging or otherwise managing any treasury risk or other exposure of the Company.

Variation of the Agenda

At this juncture the Chairman proposed that item 6 – Scrutiny Committees’ Six Month Progress Reports Pilot be considered next so as to allow those Scrutiny Chairmen who were in attendance to present their report and then leave the meeting.

3. RESOLVED that the agenda be varied accordingly.

Scrutiny Committees’ Six Month Progress Reports Pilot

Reports from the respective Chairmen of the seven Scrutiny Committees informing Members of the progress made to date (copies circulated), were submitted as follows:-

- (a) Children, Young People and Learning Scrutiny Committee;
- (b) Community and Safety City Scrutiny Committee;
- (c) Environment and Attractive City Scrutiny Committee;
- (d) Health and Well-Being Scrutiny Committee;
- (e) Management Scrutiny Committee;
- (f) Prosperity and Economic Development Scrutiny Committee;
- (g) Sustainable Communities Scrutiny Committee.

(For copy reports – see original minutes).

Ms. Charlotte Burnham, Head of Overview and Scrutiny advised the Committee that the Chairmen of the Scrutiny Committees had agreed to provide a six months progress report to Management Scrutiny Committee on a pilot basis. Unfortunately as the meeting had been re-arranged for 20th November due to the switch on of the Christmas illuminations on 19th November, not all the Chairmen had been able to be present to update the Scrutiny Committee. Ms. Burnham added that the progress reports provided the Committee with the opportunity to take stock and manage any cross over and duplication.

Mr. Mike Lowe, Assistant Head of Performance Improvement added that the pilot would contribute to the strengthening of performance management arrangements and demonstrate outcomes to show the improvement of Scrutiny in Sunderland.

(a) Children, Young People and Learning Scrutiny Committee

The Chairman, Councillor Stewart drew Members attention to paragraph 2.1 of the report which detailed the work the Scrutiny Committee had carried out since the start of the Council year. He highlighted:-

- the policy review, the review of changes to 16-19 and post 19 learning;
- the consultation on workplace innovation in Children's Services;
- the new Ofsted inspection arrangements for Safeguarding; and
- the assessment of academic attainment.

Councillor Stewart advised that the Scrutiny Committee had set up a consultation working group to consider all Article 4 Plans and Strategies.

Councillor T. Wright, Vice-Chairman of the Management Committee thanked Councillor Stewart and the Committee together with the Executive Director of Children's Services and her team for the massive workload that the Scrutiny Committee was carrying out. He thanked Councillor Stewart for bringing the report to the Management Scrutiny Committee and asked that those thanks be passed on to the Co-opted Members who provided good support and contribution to the work of the Scrutiny Committee.

In relation to the review of the changes to 16-19 and post 19 learning and the demise of the Learning and Skills Council, Councillor Stewart advised that there was a lack of clarity around future funding arrangements and a lot of the detail remained to be sorted out, together with the new arrangements with the College and a further report would be coming forward when the information was available.

The Chairman thanked Councillor Stewart for his report on behalf of the Management Scrutiny Committee and stated that Members would be happy to provide any support they could to assist the Scrutiny Committee to manage its business effectively.

(b) Community and Safer City Scrutiny Committee Progress Report

A report from the Chairman of the Community and Safer City Scrutiny Committee was submitted detailing the work of the Scrutiny Committee.

The Committee noted the Chairman, Councillor Heron's apologies and agreed to note and accept the progress made by the Scrutiny Committee, wish the Members well and offer any help and support for the future.

(c) Environment and Attractive City Scrutiny Committee

Councillor Miller, Chairman of the Environment and Attractive City Scrutiny Committee was present at the meeting and highlighted the following aspects of the Committee's work to date:-

- the establishment of a task and finish group to undertake detailed research on aspects of the Committee's review of traffic issues; and
- the establishment of a task and finish group on the provision of allotments in the City.

Councillor Miller commended the work Members were doing in relation to parking and public transport issues which he considered the Committee would focus on for the entire year and also the value of the task and finish group approach.

Councillor J. Scott queried where the regeneration of Sunderland fit in relation to the Scrutiny Committee remit.

Ms. Burnham advised that largely this lay with the Prosperity and Economic Development Scrutiny Committee and there was a potential overlap with the Sustainable Communities Scrutiny Committee. She advised Members that she was keeping a list of proposed changes for Scrutiny Committee remit for consultation with Members for next year's Committees.

Members of the Scrutiny Committee commented on the importance of public transport and the accessibility of bus services in order for residents to get to where they needed to go and for Sunderland to receive the services it required and contributed to. Councillor T. Wright enquired whether there was scope to invite other members on to the Task and Finish Groups who may be able to contribute.

Councillor Miller undertook to take this on board.

The Chairman thanked Councillor Miller for his attendance.

(d) Health and Well-Being Scrutiny Committee

A report from the Chairman of the Health and Well-Being Scrutiny Committee was submitted detailing the work of the Scrutiny Committee.

The Committee noted the Chairman, Councillor Walker's apologies and agreed to note and accept the progress made by the Scrutiny Committee, wish the Members well and offer any help and support for the future.

(e) Management Scrutiny Committee

Councillor Tate drew Members' attention to the report of the progress of the Management Committee.

Ms. Burnham highlighted the Meet and Greet Event between Partners of the Sunderland Partnership and Scrutiny Chairs and Vice Chairs on 2nd December.

(f) Prosperity and Economic Development Scrutiny Committee – Progress Report

A report from the Chairman of the Prosperity and Economic Development Scrutiny Committee was submitted, detailing the work of the Scrutiny Committee.

The Committee noted the Chairman, Councillor Mordey's apologies and agreed to note and accept the progress made by the Scrutiny Committee, wish the Members well and offer any help and support for the future.

(g) Sustainable Communities Scrutiny Committee – Progress Report

A report from the Chairman of the Sustainable Communities Scrutiny Committee was submitted, detailing the work of the Scrutiny Committee.

The Committee noted the Chairman, Councillor S. Watson's apologies and agreed to note and accept the progress made by the Scrutiny Committee, wish the Members well and offer any help and support for the future.

4. RESOLVED that the progress of the Scrutiny Committees be received and noted.

Strategy for Surplus Assets

The Deputy Chief Executive submitted a report (copy circulated) on a proposed strategy for the disposal or retention of property that is surplus to Council requirements.

(For copy report – see original minutes).

Mr. Colin Clark, Head of Land and Property briefed the Committee on the report and in so doing referred Members to the tests to be applied to operational property that has been declared surplus to requirement as detailed in paragraph 4 of the report. He highlighted the Disposal Procedure detailed in paragraph 7 which contained the improvements proposed by the Policy and Co-ordination Review Committee when it

considered the procedure at its meeting held on 11th December, 2008. Mr. Clark stated that in the main, when the Council decided to dispose of property there would be tighter control around the timescales and in fact this aspect would be performance managed.

In response to Councillor M. Forbes, Mr. Clark advised that the Strategic Property Group was made up of partners such as the Tyne and Wear Fire and Rescue Service, the Sunderland Teaching Primary Care Trust and the Deputy Chief Executive who would consult partners as to whether to dispose or retain property which might lead to improved outcomes for service delivery or enhanced values through partnership working, or both. The Capital Strategy Group involved key officers in the Council and was chaired by the Deputy Chief Executive. The Group met to ensure the property assets were managed corporately.

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

5. RESOLVED that the Committee notes the Strategy for Surplus Assets as amended in accordance with its previous recommendations and endorses its submission to Cabinet for approval.

Performance Management for Members Seminar Feedback – 19th November 2009

The Chief Executive submitted a report (copy circulated) providing the Committee with details of the North East Regional Employers Organisation's Performance Management Seminar held on 19th November 2009 attended by the Chairman and Vice-Chairman of this Committee and advising that verbal feedback would be given at the meeting.

(For copy report – see original minutes).

The Chairman commented that the Seminar had been very useful and highlighted the value of performance management which was becoming more and more important. He pointed out that performance management needed to be something that the Council should be doing as part of its day to day operation and should not require extra resources.

Ms. Charlotte Burnham, Head of Overview and Scrutiny stated that the Council did have a very good performance management framework in place. Officers were working on putting a performance management system in place in relation to the Scrutiny Committees in order to identify the achievements and outcomes delivered. She added that the facilitator for the Seminar had been very good and she was proposing to arrange refresher workshops in January and February 2010 in order to skill up Members in relation to performance management to assist them when scrutinising the work of the Sunderland Partnership delivery boards.

Mr. Mike Lowe, Assistant Head of Performance Improvement commented that the Scrutiny Committees had an important role to play in performance management. There were potential opportunities for Scrutiny with the Comprehensive Area Assessment (CAA) and partnership working to hold partners to account and focus on delivering better outcomes.

Councillor T. Wright, Vice-Chairman of the Committee was also of the opinion that the Seminar had been useful and stated that he felt the performance management framework in place in Sunderland was good. He commented that the CAA peer reviews were a valuable tool in that they trained people in the organisation so this could be used for self assessment on an interdepartmental basis so performance management became a common thread throughout the Authority.

Mr. Lowe stated that he fully supported the use of peer reviews and that it was a part of the national performance framework. Sunderland had hosted a very successful peer review of the Scrutiny arrangements and this had been used since in various dimensions such as the Sunderland Partnership and other services in the Council. Self assessment was becoming more and more important and he fully supported its use.

Councillor M. Forbes stated that she fully subscribed to the general ambition but queried whether the resources and finance were available and that they needed to be tightly controlled.

Mr. Lowe commented that with regard to cost the Council incurred significant costs in preparing for inspection which in some respects detracted from its purpose however the Government saw performance management as a tool to reduce the cost of inspection. The cost benefit to the Authority was in employing the tools as it made the Council more self aware and reduced the cost of putting in measures purely for inspection purposes.

6. RESOLVED that the verbal feedback from the Conference delegates and comments made as detailed above be received and noted.

Forward Plan – Key Decision for the Period 1st December 2009 – 31st March 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 period 1st December 2009 – 31st March 2010 which relate to the Management Scrutiny Committee.

(For copy report – see original minutes).

7. RESOLVED that the Forward Plan for the above period be received and noted.

Scrutiny Committees' Work Programmes for 2009-2010

The Chief Executive submitted a report (copy circulated) attaching for Members' information, the variations to the Scrutiny Committees work programmes for 2009-10 and providing an opportunity to review the Committee's own work programme for the remainder of this Municipal Year.

(For copy report – see original minutes).

8. RESOLVED that the Committee notes the variations to the Scrutiny Committees' Work Programmes for 2009-10 and to its own work programme.

(Signed) R.D. TATE,
Chairman.

STRATEGIC PRIORITIES: ALL

CORPORATE IMPROVEMENT PRIORITIES: ALL

1.0 WHY HAS THIS REPORT COME TO COMMITTEE

- 1.1 To apprise the Scrutiny Committee of the proposals for the Strategic Planning Process 2010/2011 and the role of all Scrutiny Committees in the Process.

2.0 BACKGROUND

- 2.1 The Strategic Planning Process must remain fit for purpose and:
- Focus on priorities, improving performance, value for money and meeting local needs
 - Communicate improvement objectives and priorities
 - Focus on budget planning and service planning activities – supporting the alignment of resources to priorities
 - Ensure outcomes are customer focused.
- 2.2 The Process is of particular importance in respect of:
- The integration of the Corporate Improvement Plan (CIP) with the Sunderland Strategy 2008-2025
 - Linking the Sunderland Strategy to individual work plans
 - Supporting the council's response to the Comprehensive Area Assessment (CAA)
 - Sunderland Way of Working
 - Community Leadership Programme
 - Economic Development and Regeneration
 - Business Improvement Programme
 - Directorate Improvement Programmes

3.0 CURRENT ARRANGEMENTS

- 3.1 Council improvement planning is based on the identification, for a three year period, of improvement actions in respect of the Corporate Improvement Priorities (the Strategic Priorities of the Sunderland Strategy and the Corporate Improvement Objectives):
- CIP1: Prosperous City
 - CIP 2: Healthy City
 - CIP 3: Learning City
 - CIP 4: Safe City
 - CIP 5: Attractive and Inclusive City
 - CIP 6: Customer Focused Services
 - CIP 7: One Council
 - CIP 8: Efficient and Effective Council
 - CIP 9: Partnership Working

- 3.2 In the past, the Strategic Planning Process commenced in September each year with completion in March of the following year with the publication of the CIP. Completion of Service Plans and the CIP takes place via a template based approach involving Executive Directors, Heads of Service, Team Managers and Portfolio Holders, with the compilation of the CIP undertaken by the Policy and Performance Improvement Team and the Director of Financial Resources' Accountancy Division.
- 3.3 Services (of which there are 61 as the Process is aligned to Portfolio responsibilities, with service headings reflecting budget headings) identify contributions to the achievement of the Corporate Improvement Priorities in the form of "Actions for Service Improvement". These are included within the relevant Service Plan with those of the greatest importance to achieving the Corporate Improvement Priorities included in the service's content for the CIP as "Key Actions For Service Improvement".
- 3.4 During the course of the financial year Heads of Service and Team Managers should monitor and update their Service Plans to ensure the achievement of the "Actions For Improvement" and, if necessary, re-prioritise actions in the light of service requests and changing resources.
- 3.5 The "Key Actions for Service Improvement" are also used to form the basis of "Key Actions for Portfolio Improvement" for each Portfolio. "Key Actions for Portfolio Improvement" identify "Areas For Improvement" each Portfolio will address to contribute towards achieving the Corporate Improvement Priorities. They reflect the main themes that the relevant Director and Portfolio Holder consider to have emerged from all of the "Key Actions for Service Improvement" contained within the CIP service content for the Portfolio. Progress towards the achievement of the "Key Actions for Portfolio Improvement" should be monitored during the course of the financial year by the relevant Director and Portfolio Holder, in line with the monitoring of the "Key Actions for Service Improvement".
- 3.6 In addition to the publication of Service Plans and the CIP the 2009/2010 Strategic Planning Process required each directorate to produce a Directorate Improvement Plan. Directorates were encouraged to ensure these did not comprise information contained within Service Plans, but presented information at a directorate level to create a link in the improvement planning hierarchy between the CIP and Service Plans.

4.0 ANALYSIS OF CURRENT ARRANGEMENTS

- 4.1 The Strategic Planning Process seeks to achieve a "top-down" approach to the identification of actions to deliver the Corporate Improvement Priorities.
- 4.2 The Process has a number of strengths including:

- A consistent approach, with all services considering the same factors in their service improvement planning
- All services undertaking improvement planning at the same time
- A cyclical approach using the each year's process and outputs to inform the next year's
- The alignment of policy and budgetary planning to ensure that improvement actions are financially appropriate and that provision is made for them
- Mapping objectives and actions in support of priorities.

4.3 Shortcomings with this approach have proven to be:

- A lack of ownership of, commitment to and understanding of the Corporate Improvement Priorities
- A lack of engagement with the Process amongst some Heads of Service and Team Managers
- The use of the Corporate Improvement Priorities too strategically, resulting in a "bottom-up" approach to improvement planning
- A lack of understanding of the difference between service improvement activity and "business as usual" activity,
- The questionable value of the CIP in its current format.

5.0 STRATEGIC PLANNING PROCESS 2010/2011

5.1 In the light of the above the Strategic Planning Process has been developed to ensure:

- The council identifies a clear set of Corporate Improvement Priorities for 2010/2011 which is used by EMT as the basis for corporate planning and delivery
- The Corporate Improvement Priorities reflect the council's new phase of improvement activity
- The Corporate Improvement Priorities are articulated to better enables services to focus their improvement planning activity
- Improved ownership of and responsibility for the Corporate Improvement Priorities
- Heads of Service are supported to be empowered and accountable for the delivery of improvement activity
- Improvement planning reflects service delivery
- Improvement planning, performance management and improvement programme delivery are more closely aligned
- The purpose and role of improvement planning is understood as an annual process that responds and adapts to changing circumstances during the course of the year
- Improvement planning reflects and links to the council's area arrangements via the Local Area Plans
- Improvement planning takes account of the contents of the Local Area Agreement 2008-2011 Thematic Delivery Plans and is able to influence the council's contribution to the Delivery Plans via the annual refresh process

5.2 The developments comprise:

- Reconsideration of the Corporate Improvement Priorities to ensure they support the council's improvement agenda and the issues impacting on it. The Sunderland Strategy Strategic Priorities are retained and the cross-cutting priorities added, the Corporate Improvement Objectives are retained and the three Corporate Improvement Programmes and Directorate Improvement Programmes are incorporated
- The identification of priority themes for each Corporate Improvement Priority based on improvement actions identified in the CIP 2009/2010, local issues, known areas where improvement is required, external inspection and assessment including CAA, and new and emerging policy; to provide greater focus on the issues that the council needs to address, reinforcing a strategic approach to improvement planning and removing the opportunity for services to interpret council priorities
- The allocation of responsibility for each Corporate Improvement Priority to lead officers, to promote ownership and establish accountability
- The development and publication of a Corporate Improvement Planning Framework at the commencement of the Process to describe the council's key improvement and change actions for each Corporate Improvement Priority
- The publication of a new form of CIP, to achieve greater understanding, strategic corporate ownership of and direction to the council's improvement priorities. The Revenue Budget and Capital Programme (aligned to Portfolio responsibilities) will continue to be produced and will be cross referenced with the Service Plans. This will result in the same detail contained within the current CIP being published across a suite of related documents. The council's key improvement and change actions will also be included in the Portfolio sections of the Revenue Budget and Capital Programme
- Service improvement planning will take place on the basis of Head of Service designations, to promote understanding, ownership, and accountability in respect of the delivery of improvement actions
- Service planning by Heads of Service will be informed by a self-assessment to determine the key issues affecting service improvement and the issues for service redesign based on information about the service and its customers
- The establishment of an ongoing process of the review and updating of improvement activity during the course of the year to ensure that it remains responsive to needs and challenges, and informs the production of future Service Plans
- The engagement of Portfolio Holders and Scrutiny Committees throughout the process to ensure their participation in the development and monitoring of the council's improvement priorities
- The production of Portfolio and Directorate Improvement Programmes to detail how the actions identified in the Service Plans will be delivered and to support existing budgetary and improvement planning links.

6.0 ROLE OF SCRUTINY COMMITTEES

6.1 It is proposed that the Scrutiny Committees are engaged as part of the preparation of Service Improvement Plans during the Strategic Planning Process 2010/2011 and in their monitoring and review during the course of 2010/2011 as follows:

January 2010

Reports to each Scrutiny Committee detailing:

- Overview of the Strategic Planning Process 2010/2011
- Contents of self-assessments of relevance to each Scrutiny Committee, including main issues and impacts identified for each service
- Next steps in respect of reporting improvement planning details to Scrutiny Committees

February/March 2010

Reports to each Scrutiny Committee, detailing:

- Service specific improvement planning details of relevance to each Scrutiny Committee
- Next steps in respect of reporting completed Service Improvement Plans to Scrutiny Committees

April 2010

Report on the CIP 2010/2011 to Management Scrutiny Committee, detailing:

- Development of the CIP
- CIP contents
- Purpose and role of the CIP within the new improvement agenda
- Details of role of Scrutiny Committees in respect of monitoring progress and performance in respect of delivery of key actions contained within the CIP

April 2010

Reports to each Scrutiny Committee detailing relevant Service Improvement Plans.

June, September, December 2010, March 2011

Reports to each Scrutiny Committee reporting progress and performance (on an exception basis) in respect of service improvement actions of relevance.

7.0 CONCLUSION

7.1 The new approach in respect of the council's improvement planning process will be adopted for the 2010/2011 Strategic Planning Process, with the view to its refinement and adaptation in due course.

8.0 RECOMMENDATION

8.1 Committee is recommended to note the contents of the report and approve the proposals in respect of the engagement of Scrutiny Committees in the Strategic Planning Process 2010/2011.

MANAGEMENT SCRUTINY COMMITTEE

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

REPORT OF THE CHIEF EXECUTIVE

17 DECEMBER 2009

1. PURPOSE OF REPORT

- 1.1 To outline further revisions to the current Councillor Call for Action mechanism and proposed introduction of a Selection Criteria for dealing with non-mandatory referrals for use by the Sunderland Partnership, Scrutiny Committees and Area Committees to address issues of local concern, as agreed at the meeting of this Committee held on 22 October 2009.

2. BACKGROUND INFORMATION

- 2.1 To recap the Councillor Call for Action (CCfA) mechanism came into force on 1 April 2009 namely through the Police and Justice Act 2006 and the Local Government and Public Involvement in Health Act 2007. Such provisions provide 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 In Sunderland, two local issues have been raised through the Councillor Call for Action (CCfA) mechanism and as a result of those referrals; it has become apparent that the current procedure should be reviewed to ensure both current and future CCfAs are addressed in a timely, open and transparent way.
- 2.3 At the same time work is also being undertaken to develop the Scrutiny Committees' links with both the Sunderland Partnership and the Area arrangements, one of which is the signposting and escalation of local issues to the most appropriate body for resolution where appropriate.
- 2.4 At a meeting of this Committee held on 22 October 2009, consideration was given to the initial proposals for the processing of non-mandatory referrals to Overview and Scrutiny through the introduction of an agreed selection criteria which also reflects / combines the CCfA mechanism.
- 2.5 As such the remainder of this report outlines further revisions to the initial proposals, as requested by the Committee which are summarised below:-

- (a) That upon receipt of a CCfA / Non-Mandatory Referral, that the request be considered by the relevant Scrutiny Committee in replace of the Management Scrutiny Committee as initially suggested (in consultation with the Head of Overview and Scrutiny), removing any possible delays in its consideration / re-direction; and
- (b) That **Appendix B** be further amended to clearly show the whole process, such as the other potential bodies who may either consider or re-direct the referral request.

3. FURTHER REVISIONS TO INITIAL PROPOSALS - REVIEW OF CURRENT COUNCILLOR CALL FOR ACTION MECHANISM AND INTRODUCTION OF A SELECTION CRITERIA FOR DEALING WITH ISSUES OF LOCAL CONCERNS

- 3.1 As outlined in the initial proposals, consideration has been given on a practical level as to how best to implement a 'referral' mechanism within existing policies and practices to escalate / re-direct issues of local concern either raised by an Elected Member/Committee, member of the public or external partner to the appropriate body namely the Sunderland Partnership and the City Council's Scrutiny and Area Committees.
- 3.2 To assist those bodies in determining the appropriateness of undertaking an investigation triggered either by the non-mandatory / CCfA referral route, the following selection criteria is proposed for future use by such bodies, at the point of the referral being considered at the next available meeting:-
 - (i) Clear evidence that reasonable attempts have been made to resolve the issue with relevant partners / council departments?
 - (ii) Has a significant impact on a group of people living within the Sunderland area;
 - (iii) 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;
 - (iv) Not be an issue which overview and scrutiny and area arrangements have considered during the last 12 months (unless circumstances have changed substantially);
 - (v) Not relate to an on-going service complaint or petition (including the ability to exclude any matter which is vexatious, discriminatory or not reasonable) ; and
 - (vi) Not relate to matters dealt with by another Council committee, unless the issue deals with procedure and policy related issues.

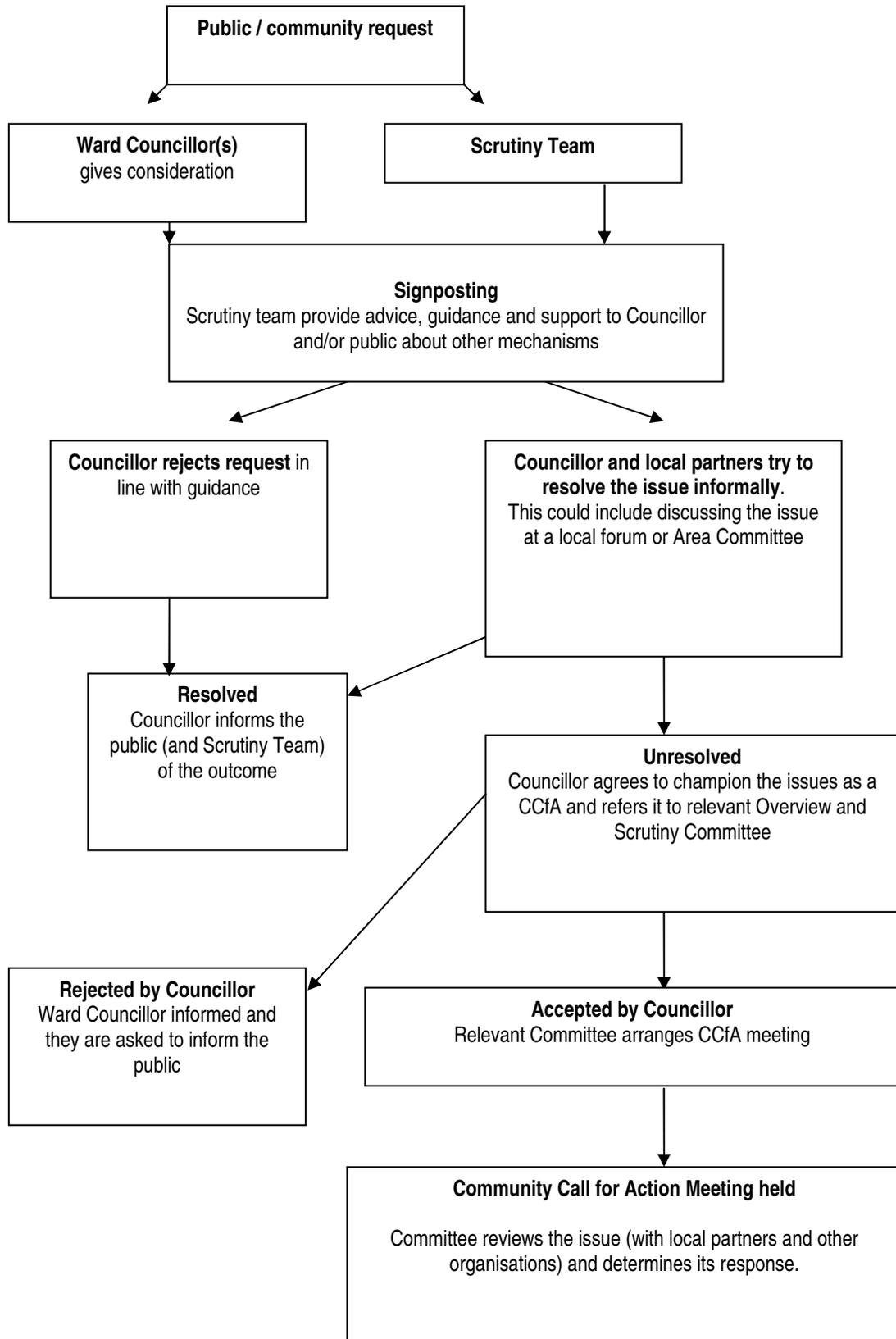
- 3.3 The proposed selection criteria outlined above, clearly makes provision for the processing of referrals to be undertaken in an open and transparent way and provides a formal record as to whether the issue is worthy of further investigation together with the agreed course of action and any associated / prescribed timescales.
- 3.4 In response to Members observations in relation to the two local issues which have been raised through the existing Councillor Call for Action procedure, it is proposed that the current procedure will be strengthened through the introduction of such selection criteria and that any future CCfAs will be reported to the next available meeting of the relevant Scrutiny Committee for consideration, in replace of the Management Scrutiny Committee as initially suggested.
- 3.5 For ease, **Appendix A** outlines the current CCfA procedure and **Appendix B** details the revised procedure for determining the appropriateness of undertaking a scrutiny investigation triggered either by the non-mandatory / Councillor Call for Action referral route as requested by the Committee at its last meeting.
- 3.6 Furthermore, it should be noted that the Councillor Call for Action measure requires the Councillor to use every available tool to resolve the issue in the first instance without involving the relevant Scrutiny Committee, therefore any additional burden should be minimal as the mechanism is designed as a last resort after all other avenues have been exhausted.

4. RECOMMENDATIONS

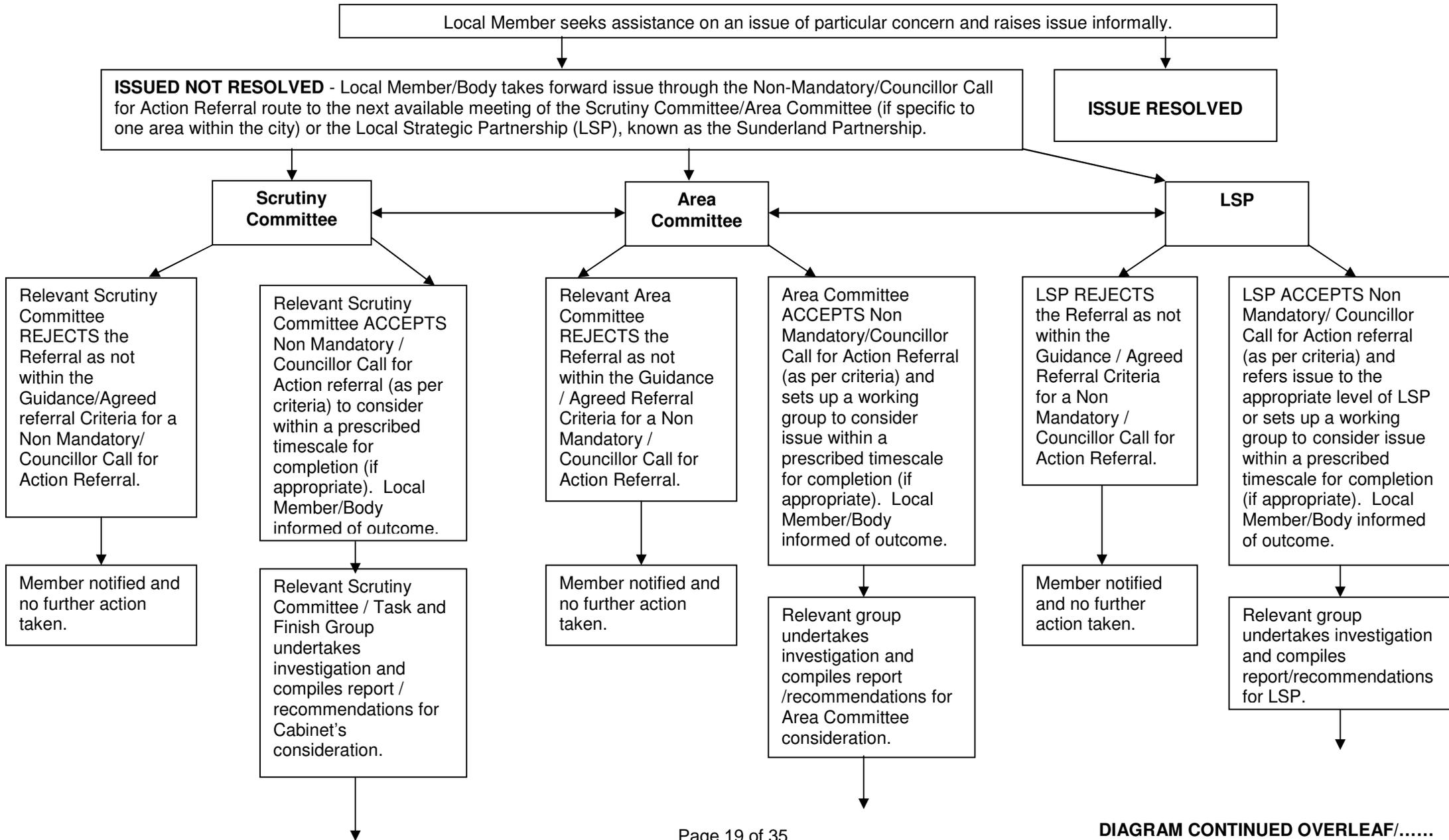
- 4.1 It is recommended that the Management Scrutiny Committee:-
- (a) Supports the introduction of the selection criteria for determining the appropriateness of undertaking an investigation triggered either by the non-mandatory referral / Councillor Call for Action route;
 - (b) Refers the draft proposals to the six Scrutiny Committees in the January cycle of meetings for comment with any comments being referred back to this Committee thereafter, in particular on whether it is appropriate for the two existing CCfAs to be subject to this revised procedure; and
 - (c) Subject to the comments received from the Scrutiny Committees (along with the Area Committees and Sunderland Partnership), the revised procedure be endorsed, implemented and included in Scrutiny Handbook.

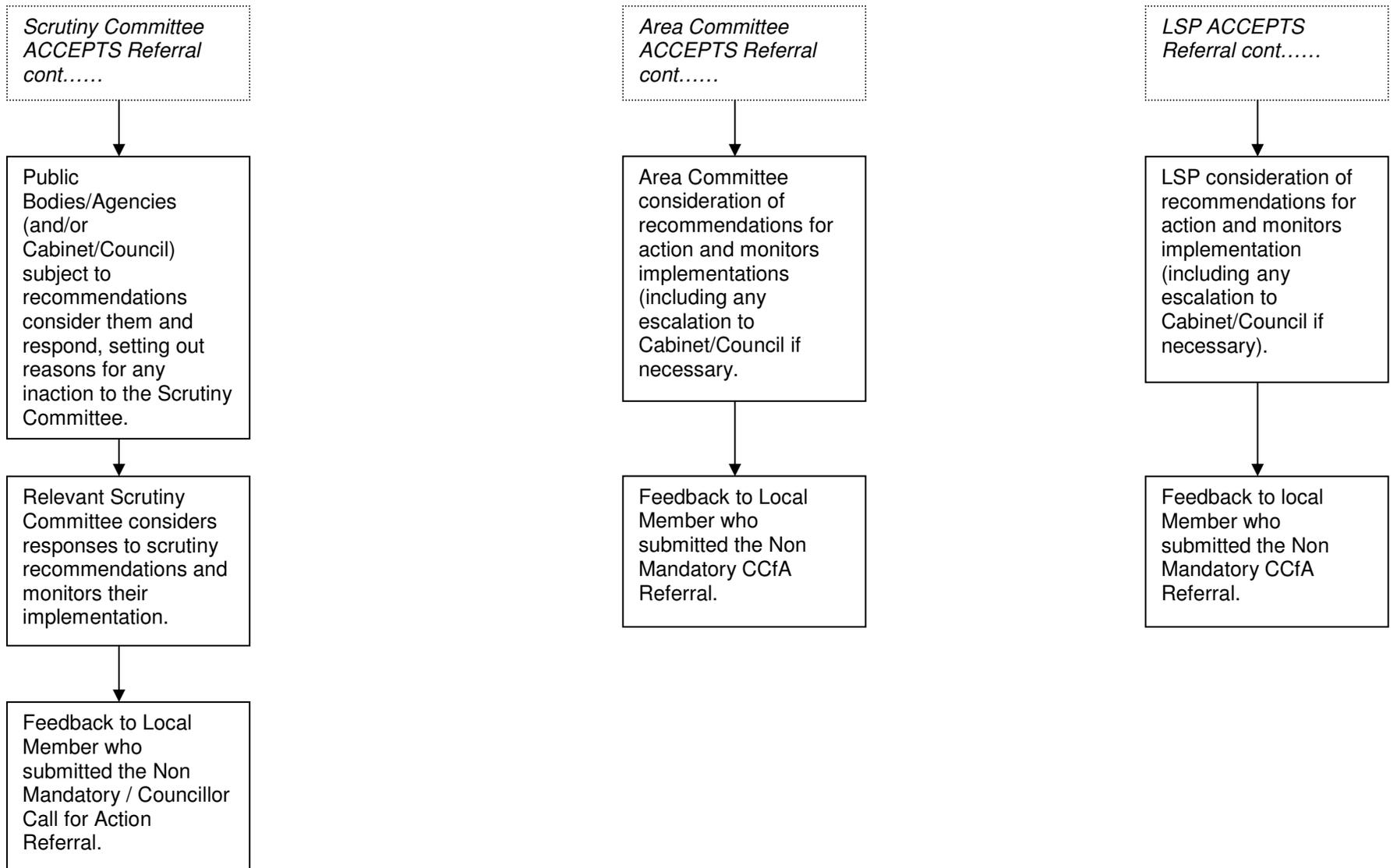
Contact Officer: Charlotte Burnham, Head of Overview and Scrutiny
0191 561 1147 charlotte.burnham@sunderland.gov.uk

CURRENT COUNCILLOR CALL FOR ACTION PROCEDURE



**PROPOSED NEW PROCEDURE FOR THE CONSIDERATION OF
NON-MANDATORY/COUNCILLOR CALL FOR ACTION REFERRALS TO
OVERVIEW AND SCRUTINY**





MANAGEMENT SCRUTINY COMMITTEE

CENTRE FOR PUBLIC SCRUTINY PARLIAMENTARY SEMINAR FEEDBACK – 1 DECEMBER 2009

REPORT OF THE CHIEF EXECUTIVE

17 DECEMBER 2009

1. Purpose of Report

- 1.1 To provide the Members with verbal feedback from the Parliamentary Seminar held on 1 December 2009 attended by the Vice Chair of this Committee.

2. Background

- 2.1 The Council's Overview and Scrutiny Handbook contains a protocol for use of the Scrutiny Committees budget by Members to attend training and conferences (Protocol 5 refers). This allows Members to gain specialist knowledge and expertise within a particular area of scrutiny and is in addition to the list of standing conferences and corporate development programme. However on this occasion the Centre for Public Scrutiny (CfPS) offered one place per authority free of charge.
- 2.2 The delegation to the CfPS Parliamentary Seminar held on Tuesday 1 December 2009 at House of Commons included the Vice-Chair of the Management Scrutiny Committee who will provide verbal feedback at this meeting.

3. Seminar Programme and Facilitator

- 3.1 The programme for the one day seminar included:
 - (a) A presentation outlining the powers and work of Select Committees.
 - (b) The opportunity to present questions to the chair of a select committee.
 - (c) Time to practice questioning skills and techniques
 - (d) Time to share feedback and best practice with colleagues.
 - (e) An opportunity to observe a Select Committee in operation.

4. Recommendation

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

5. Background Papers

Seminar Programme.

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MANAGEMENT SCRUTINY COMMITTEE

FORWARD PLAN – KEY DECISIONS FOR THE PERIOD 1 JANUARY 2010 TO 30 APRIL 2010

REPORT OF THE CHIEF EXECUTIVE

17 DECEMBER 2009

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 January 2010 – 30 April 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.
- 2.3 To this end, it has been agreed that the most recent version of the Executive's Forward Plan should be included on the agenda of this Committee. The Forward Plan for the period 1 January 2010 – 30 April 2010 will be despatched in advance of this meeting, due to its formal publication on 14 December 2009 which falls after the statutory requirements for the despatch of the Committee's agenda and supporting papers.

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.

3.2 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 January 2010 – 30 April 2010.

5. Background Papers

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

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MANAGEMENT SCRUTINY COMMITTEE

SCRUTINY COMMITTEES WORK PROGRAMMES FOR 2009-10

REPORT OF THE CHIEF EXECUTIVE

17 December 2009

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 – December 2009 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 | Youth Work Commissioning (AN) YOS Improvement Plan (JH) | Gender & Attainment – Progress on recommendations | | Final Report |
| 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) | | Workforce Strategy Monitoring Schools Performance (LB) Social Worker Roles & Responsibilities | Corporate Parenting Annual Report (MM) | Foster Carer Strategy – progress Initial Response Team Annual Report (MB) | Annual Report (KB) Workforce Strategy Q Monitoring Schools Performance (LB) |
| 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 (LB) | Tellus4survey (SM) | Performance Framework Q3 |
| Cabinet | Article 4: Youth Justice Plan 09/10 (JH/GK) | | | | | | | | Article 4: CYPP 2009-11 | | |
| 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/Members items/Petitions | | | | | | | | | | | |

To be scheduled: Academy Schools Vision & Future
Children’s Trust Annual Report
Teaching & Take up of MFL
Sure Start
Children in Transit
Total Place / Sandhill Scores

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) Feedback from Safer Sunderland Forum (J Diamond) | Evidence Gathering Tackling Deliberate Fires (John Allison) Neighbourhood Helpline (Liz St Louis) Safer Sunderland Forum – Feedback | Evidence Gathering Nexus (Ken Wilson) Home Office Advice on Tackling Anti Social Behaviour (Bill Blackett) Youth Villages Environmental Enforcement Teams (Norma Johnson) | Evidence Gathering Magistrates Court Not in my Neighbourhood Week – Feedback (Bill Blackett) Visit to City Police Teams (Jim Diamond) | Draft report (JD) | Final Report |
| Scrutiny | | Polycarbonate Drinking Vessels – City Centre Pilot (Stuart Douglass) | | National Drug Strategy (Stuart Douglass) Poverty of Place – Visit (Sal Buckler) | | Tackling Violent Crime (Stuart Douglass) | | Reducing Reoffending (Stuart Douglass) | Scrutinising the Policing Pledge (Stuart Douglass) Powers of CSO's (Stuart Douglass) | Fear of Crime – Update report (Stuart Douglass) |
| Scrutiny (Performance) | | | Performance Q1 (Mike Lowe) | | | | Performance Q2 (Mike Lowe) Fear of Crime Study – Update report (Stuart Douglass) | Annual Delivery Plan (Andy Neal) | | Performance Framework Q3 (Mike Lowe) |
| Ref Cabinet | | | | Gambling Act – Amendments to Statement of Principles (Norma Johnston) | | | | | | |
| Committee Business | Work Programme 2008/09 (JD) | | | Request to Attend Conference (J Diamond) | | | | | | |

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| 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) Stadium Village Development Framework – Cabinet Consultation (Keith Lowes) | 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 Defence (Andy Hindhaugh) | Local Transport Plan – Progress on Action Plan (Stephen Pickering) Waste Management and Recycling (Peter High) Seafront Masterplan (Keith Lowes) | Public Realm and Streetscene – Feedback from Review Public Toilets (Les Clark) Bus Network Redesign (NEXUS) | Cemeteries (Peter High) Cycling – Feedback from Review (Clive Greenwood) Fawcett Street – Cllr Wood Item (Keith Lowes) | Streetlighting (Aurora) Legible City – Better Signposting of the Gateways (Graeme Farnworth) Stadium Development Village Development Framework (K Lowes) |
| Scrutiny (Performance) | | | Performance Q1 (Mike Lowe) | | | | Performance Q2 (Mike Lowe) | Environment and Attractive City Annual Delivery Plan | | Performance Framework Q3 (Mike Lowe) |
| Ref Cabinet | | | | | | | | | | |
| Committee Business | Work Programme 2008/09 (JD) | | | | | | | | | |
| CCFA/Members items/Petitions | | | | | | | | | | |
| Information | | | | | | | | | | |

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) | | | Annual Report (Review Coord) |
| 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 (Paul Allen) | Home Care Services Progress Report (SL) | Quality Commissioning Progress Monitor 07/08 Policy review SL Annual Health Check | Performance Framework Q3 (Paul Allen) |
| | | Acute MH care – bed numbers | | Acute MH care – bed numbers | | | Acute MH care – bed numbers | | Acute MH care – bed numbers | |
| Ref Cabinet | Cabinet Response to the Policy Review- Dementia Care in Sunderland | | | | | | | | | |

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| Committee business | 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) |
| CCFA/ Members items/Petitions | | | | | | | | | | |
| Information | | Forward Plan | Conference Attendance CfPS Bid Forward Plan | Forward Plan | Forward Plan | Forward Plan Joint Scrutiny Proposals | | | | |

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)

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 |
| Policy Review | Proposals for reviews (KJB) | Scope review (Cabinet Member Attendance) (KJB) | | | Major Projects Overview (JJ) WNS Use of Budget | City Centre Developments | Evidence Gathering Major Projects Overview | Evidence Gathering | Draft Final Report (KJB) Major Projects Overview | Final Report (KJB) |
| 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) Progress Economic Masterplan (VT) | SCVS Survey Results (GM) Seafront Regeneration Strategy & Marine Walk Masterplan (CJ) | Delivering and Resourcing Projects and Programmes Draft Final Economic Masterplan | | |
| Scrutiny (Performance) | | | Performance Q1 & ViM (GR) | | | | Performance Q2 Service Improvement Plan | | | Performance Q3 |
| Ref Cabinet | | | | | | | | | | |
| 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 | | | | | |
| CCFA/Members items/Petitions | | | | | | | | | | |
| Information | | Forward Plan Pilot | | | | | | LSP Delivery Group Report (JS) | | |

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) Forward Plan | Major Projects Report (JB) Bowes Railway Report (VM) Accommodation with Support Design Guide (AC) Forward Plan | Forward Plan | 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 | | | 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 | | | | | | | | | | |
| Information | | | | | | | | | | |

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) | | | Performance Management (Q3) (SR) Annual Audit Letter |
| 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 Ongoing CAA | Article 4: Sunderland Strategy LAA | Ongoing CAA |
| 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) Future Monitoring of Scrutiny Recommendations Pilot (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) Annual Scrutiny Conference 2010 – Draft Programme Outline (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) |