

**At a meeting of the PROSPERITY AND ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE held in the CIVIC CENTRE on WEDNESDAY, 12<sup>th</sup> SEPTEMBER, 2011 at 5.30 p.m.**

**Present:-**

Councillor Mordey in the Chair

Councillors Ball, Bell, S. Foster, Gallagher, P. Gibson, Howe, Snowdon, Walton and Wilson.

**Also Present:-**

Councillor Charlton – Portfolio Holder for Prosperous City

**Apologies for Absence**

Apologies were submitted on behalf of Councillor Mordey.

**Declarations of Interest**

There were no declarations of interest made.

**Minutes of the Last Meeting of the Committee held on 27<sup>th</sup> July, 2011**

With regard to the nomination of a co-opted representative from the University, Mr. Diamond advised further discussions were being held with the University around how they could best contribute to the policy review.

1. RESOLVED that the minutes of the last meeting of the Committee held on 27<sup>th</sup> July, 2011 be confirmed and signed as a correct record.

**Response from Cabinet, 22<sup>nd</sup> June, 2011 – Policy Review – Low Carbon Economy**

The Deputy Chief Executive and the Portfolio Holder for Prosperous City submitted a joint report (copy circulated) which provided feedback from the Cabinet meeting held on 22 June, 2011, which considered the Committee's policy review report into the Low Carbon Economy.

(for copy report – see original minutes).

Councillor Charlton, Portfolio Holder for Prosperous City, presented the report thanking Members for the opportunity to attend the meeting to provide feedback from the meeting of Cabinet and advised that Cabinet had approved the Committee's recommendations in their entirety. Councillor Charlton then introduced Ms. Janet Snaith, Head of City Business and Investment Team and Mr. Matthew Hunt, Port Director, and between them they provided progress updates on the work underway to move forward on the Committee's recommendations as set out in the action plan.

In response to a query from Councillor Howe regarding the opportunities offered by the development of the North Sea offshore wind industry, Mr. Hunt advised that the Port was actively engaged in developing to the full the potential of the Port both in terms of maintenance work, manufacturing and as part of the supply chain. Councillor Howe noted that the Port's location should help to facilitate the Port's involvement in the renewable industry.

Councillor Gibson referred to action c) within the plan and the installation of solar PV and commented that on a recent site visit to Portland School he had been informed that a local company had contacted them to install solar PV which would provide electricity to the school for the next 25 years and asked for an update on the outcome of this query. Ms. Snaith agreed that in the absence of Mr. Andrew Atkinson she would take the issue back and get an Officer to contact Councillor Gibson directly with an update.

The Cabinet Member having left the meeting, it was:-

2. RESOLVED that the proposed actions detailed within the Action Plan be received and noted.

## **Policy Review – Monitoring of Recommendations**

The Chief Executive submitted a report (copy circulated) which provided the Committee with progress in relation to the Working Neighbourhood Strategy and Tourism and Marketing in Sunderland Policy Review recommendations.

(for copy report – see original minutes).

Ms. Karen Alexander, Employment and Training Manager, presented the report advising that following Cabinet consideration of the Committee's recommendations from the Working Neighbourhood Strategy Policy Review, they had agreed that progress towards the completion of the actions would be monitored through the Action Plan, with standardised six monthly monitoring reports, which this was one of.

Mr. Jim Diamond, Scrutiny Officer, advised that no Officer was currently present to provide an update in relation to the Tourism and Marketing in Sunderland Policy Review. It was suggested that in these circumstances, consideration of the recommendations be deferred until the next meeting of the Committee.

Councillor Gibson referred to the recommendation regarding Job Linkage and commented that they had received various funding from the Council's Area Committees but had not returned to advise Members of how many people they had been successful in getting back into work. Ms. Alexander advised that a report was being submitted to the West Area Committee advising of the work undertaken during the Working Neighbourhood Fund and the findings were quite impressive.

The Chairman having thanked Ms. Alexander for her attendance it was:-

3. RESOLVED that the progress towards completion of the actions detailed within the Action Plan for the Working Neighbourhood Strategy Policy Review be received and noted and that the Tourism and Marketing in Sunderland Policy Review recommendations be considered at the next meeting of the Committee.

### **University City Policy Review 2011/12 : Role of the University**

The Chief Executive submitted a report (copy circulated) the purpose of which was to receive a report from Mr. David Donkin of the University of Sunderland in relation to the Committee's Policy Review into Aim 1 of the Economic Masterplan – A New Kind of University City.

(for copy report – see original minutes).

Mr. David Donkin, Assistant Director Business Development Team and Mr. Martin Finlayson, University of Sunderland presented the report, giving an overview of developments between the university and partners in establishing a new kind of University City. They advised that there were currently two strategies, the Enterprise and Innovation Strategy and the Creative Industry Strategy, which had been put on hold whilst the new government had embedded and any changes were put in place, but were now being developed further.

Councillor Gibson referred to the university graduates who started up a business and then used the university for research and was advised that usually the graduate would already have the links with the university staff and would use their network to access the partner agencies across the city to help build their business.

Councillor Snowdon asked how the new business start ups were recognised and celebrated and was advised that there was an annual Blue Print competition that was held every year and Members would be welcome to attend the next event.

In response to a question from Councillor Howe regarding providing a ballpark figure as to how many students were studying engineering and science at the university, Mr. Donkin advised that there were approximately 500 students in total, 420 studying science and 80 engineers and offered to provide more exact figures if required.

Councillor Howe then went on to ask if the university turned any potential students away and was advised that students needed to reach a number of tariff points to be enrolled on a course. Mr. Donkin also advised that the university worked with

partner colleges to have work based foundation degrees available and higher level apprenticeships which could be topped up to a bachelor degree after they had been completed.

The Chairman thanked the Officers for their attendance at the meeting, and it was:-

4. RESOLVED that information received be included as part of the evidence for the Committee's policy review and final report.

#### **Performance Report Quarter 4 (April 2010 – March 2011)**

The Chief Executive submitted a report (copy circulated) which provided Members with a performance update against the former national indicators relating to the period April to March 2011.

(for copy report – see original minutes)

Ms. Kelly Davison-Pullan, Lead Officer for Corporate Performance, presented the report advising that in October 2010 the Government announced that from April 2011 there would no longer be a requirement for Council's to produce an LAA. They also announced the demise of the National indicator set and as a consequence the performance framework is being reviewed. A new framework is being developed that focuses on local priorities and will form the basis of future performance reporting to the Committee.

The Chairman having thanked Ms. Davison-Pullan for her report, it was:-

5. RESOLVED that the continued good progress made by the Council and the Sunderland Partnership and the areas that require further development to ensure performance is actively managed be received and noted.

#### **Visit to the Port of Sunderland**

The Chief Executive submitted a report (copy circulated) considering the arrangements for a proposed visit to the Port of Sunderland.

(for copy report – see original minutes).

Mr. Diamond, having advised that he would let Members know of any specific dress code for the visit, it was:-

6. RESOLVED that the arrangements for the visit to the Port of Sunderland be received and noted.

#### **Work Programme 2011-2012**

The Chief Executive submitted a report (copy circulated) appending the current work programme for the Committee's information.

(for copy report – see original minutes).

The Chairman having advised that Ms. Murphy would be invited back to give her monitoring report as soon as possible, it was:-

7. RESOLVED that the information contained within the work programme be received and noted.

### **Forward Plan – Key Decisions for the Period 1<sup>st</sup> September, 2011 – 31<sup>st</sup> December, 2011**

The Chief Executive submitted a report (copy circulated) to provide Members with an opportunity to consider those items on the Executive's Forward Plan for the period 1<sup>st</sup> September, 2011 to 31<sup>st</sup> December, 2011 which related to the Prosperity and Economic Development Committee.

(for copy report – see original minutes).

8. RESOLVED that the contents of the Executive's Forward Plan for the period 1<sup>st</sup> September, 2011 – 31<sup>st</sup> December, 2011 be received and noted.

The Chairman then closed the meeting having thanked everyone for their attendance and wishing them a safe journey home.

(Signed) D. SNOWDON,  
Chairman.

**UNIVERSITY CITY POLICY REVIEW 2011/12:  
ROLE OF THE UNIVERSITY**

**REPORT OF THE CHIEF EXECUTIVE**

**STRATEGIC PRIORITIES: SP3: PROSPEROUS CITY**

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

**1. Purpose of Report**

- 1.1 To receive a report from David Donkin of the University of Sunderland on the role and relationships that the University develops with local business.

**2. Background**

- 2.1 On 18 June 2011, the Committee agreed to undertake a policy review into Aim 1 of the Economic Masterplan – A New Kind of University City.
- 2.2 The Committee agreed that the review should cover the following themes:
- To consider what the Council and its partners should be doing to support the development of a new kind of University City;
  - To gain an understanding of the influence that the University has on the city's economy at the present time and the potential for this to be increased.
  - To look into the way in which the University of Sunderland can be more fully integrated into the city's economy, including business start up and growth;
  - To investigate the development of workforce skills through education and graduate retention;
  - To investigate the potential for research to support business growth through innovation, graduate placement and management and staff development;
  - To investigate the experiences of a similar University and the role it plays in its own city's economy.

- 2.3 As the next stage in the review, David Donkin (Assistant Director Business Development Team) from the University of Sunderland has been invited to the meeting to provide an overview of the role and relationship the University develops with local business.

### **3 Economic Masterplan - A New Type Of University City**

- 3.1 The Economic Masterplan sets out its overall economic vision and strategy as being 'An entrepreneurial University City at the heart of a low-carbon regional economy.'

- 3.2 It also sets out five key aims which envisage Sunderland as:-

Aim 1 - a new kind of University City;

Aim 2 - a national hub of the low-carbon economy;

Aim 3 - a prosperous and well-connected waterfront City Centre;

Aim 4 - an inclusive City economy for all ages;

Aim 5 - a one City approach to economic leadership

- 3.3 The purpose of the Economic Masterplan is to:-

- help set the direction for the City's economy over the next 15 years;
- establish how Sunderland would earn its living and what it would look like on the ground;
- identify key actions that public, private and voluntary sector partners need to take to ensure a prosperous and sustainable future

- 3.4 The key challenges to be addressed by the Masterplan include:-

- the city centre is underpowered as an economic driver;
- there is a too narrow range of industries, career opportunities or well paid jobs;
- the City has been better at attracting international companies than local growth;
- Sunderland is a City within a University but not a University City;
- the City has a prevalence of low skills and aspirations;
- there is a limited housing choice.

### **4 Aim 1 of the Economic Masterplan – A New Kind of University City**

- 4.1 Aim 1 of the Economic Masterplan sets out the aim for Sunderland to be a vibrant, creative and attractive city, with a strong learning ethic and a focus on developing and supporting enterprise, with the University of Sunderland at its heart.

- 4.2 As part of an Enterprise and Innovation Strategy for Sunderland, it will put entrepreneurship development programmes on the city's educational curricula and provide better support for start ups and small

and medium sized enterprises. More knowledge exchange, internships and research opportunities will help business benefit from the university. In turn the city's reputation and influence will improve as we foster cultural change.

4.3 A number of measures are available to indicate how far this approach is succeeding. These include the level of VAT registrations, knowledge based jobs and businesses, research and development investment, educational attainment and demand for University places, plus strategic and practical collaboration between the city and the university will all help to measure success.

4.4 The key features of Aim 1 can be summarised as follows:-

- An Enterprise and Innovation Strategy for the city, developed in partnership with the University in 2010
- The University of Sunderland's support for innovation within key sectors through two facilities: the new Ultra Low Carbon Vehicle Testing and Development Facility and the Sciences Complex which will start operating by spring 2011.
- Sunderland Software City's new building scheduled to open in 2012
- A comprehensive Communications Strategy, supported by an ambassadors programme for the city
- The Creative Industries Strategy to be developed in 2010 to better support the sector
- A Widening Participation Strategy developed in partnership in 2010 to help raise the profile of both the university and college with residents and schools

## **5 Recommendation**

5.1 That the report be included as part of the evidence for its policy review and final report.

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**UNIVERSITY CITY POLICY REVIEW 2011/12:  
CHAMBER OF COMMERCE**

**REPORT OF THE CHIEF EXECUTIVE**

**STRATEGIC PRIORITIES: SP3: PROSPEROUS CITY**

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

**1. Purpose of Report**

- 1.1 To receive a report from Jonathan Walker, Head of Member Relations, North East Chamber of Commerce (NECC) into the work of the Chamber and to provide their views in relation to the Committee's policy review into Aim 1 of the Economic Masterplan – A New Kind of University City.

**2. Background**

- 2.1 In setting its work programme for the year, the Committee agreed to include an update from the North East Chamber of Commerce on the operation and prospects of the business sector in Sunderland.
- 2.2 The meeting will also provide the Chamber of Commerce to present their views in relation to the Committee policy review into Aim 1 of the Economic Masterplan – A New Kind of University City.

**3. Current Position**

- 3.1 Jonathan Walker (Head of Member Relations) has been invited to the meeting in order to provide a short presentation on the work of the Chamber and in relation to the Committee's policy review into the development of the University City.
- 3.2 The presentation will focus on the plans set out in the NECC's 2011 Manifesto and other ongoing efforts on behalf of business in Sunderland. This will include the actions required to bolster the competitiveness of local businesses, the investment priorities required to secure economic growth and the measures necessary to maintain the economic recovery. A copy of the 2011 Manifesto is attached as an appendix.
- 3.3 The presentation will also refer to the views of the NECC in relation to

the development of the University City. A short paper prepared by the Chamber is attached as an appendix.

**4 Recommendation**

- 4.1 That the report of the North East Chamber of Commerce be received and information on the development of the University City be incorporated into the policy review.

**5 Recommendation**

- 5.1 That the report be included as part of the evidence for its policy review and final report.

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## Prosperity and Economic Development Scrutiny Committee - University City: 26 October 2011

### 1. About North East Chamber of Commerce

The North East Chamber of Commerce (NECC) is the North East's leading business membership organisation and the only regional Chamber of Commerce in the country. We represent more than 4,000 businesses located in Northumberland, Tyne and Wear, Durham and Tees Valley. Our members are drawn from all sizes of business across all sectors and employ about 30% of the region's workforce.

### 2. Summary

- The business community recognises the significance of universities within our economy
- In an environment of upheaval within university funding, increased collaboration is essential
- Partners across the city need to be ready to enable and facilitate this collaboration

### 3. North East Perspective

The North East's universities occupy a key role within our regional economy. The contribution of students, both local and international, and those who choose to work in the region after completing their studies, helps shape the North East's economy and its culture. Clearly, our universities also play a pivotal role in training the future workforce through their academic provision and by collaborating closely with businesses.

There is a clear role for the North East's world-class universities to work with businesses and improve skill levels and regional growth. Workforce skill levels are a critical contributor to the success of any business, and many within the North East suffer from skills shortages - despite the increased levels of unemployment that are a feature of recent economic turmoil. - and require up-to-date high level skills to remain innovative. By implementing a few simple reforms to increase the ease of interaction between universities and businesses, successful collaboration projects can become the norm.

### 4. Sunderland as a university city

The University of Sunderland is a tremendous asset to the city and a major contributor to the local economy. However, it could be argued that this contribution is not as well recognised as in other cities in the North East.

The obvious contribution to the city's economy made by thousands of students every year is the most tangible (and easy to measure) benefit. A large proportion of the income of many businesses in the leisure, retail and catering industries will be derived from the student population and this is essential for a vibrant city centre and night time economy. However, in tight economic conditions and with forthcoming changes to tuition fees, it is not easy to predict how this trend will continue.

To focus on a university as simply a place for educating students is to severely limit the potential benefits to the local economy. With high spec facilities and cutting edge research the

potential for partnership with the private sector is huge. While the University of Sunderland is highly proactive in this area, there is always more that can be done.

Other partners in the city must also recognise the role the university has to play. Any future economic planning should seek to leverage and build upon the strengths and expertise of the university both in terms of developing specific industry sectors (such as low carbon, software and design) and in the intelligent use of shared spaces and facilities. The Economic Master Plan does this to some extent, but the business community is now looking for those words to be put into action.

## **Contact**

For further details on any of these issues, please contact NECC Head of Member Relations Jonathan Walker on 08450 768 332, or [jonathan.walker@necc.co.uk](mailto:jonathan.walker@necc.co.uk)

**13 October 2011**

**POLICY REVIEW – MONITORING OF RECOMMENDATIONS**

**REPORT OF THE CHIEF EXECUTIVE**

**1. Purpose of the Report**

1.1 The purpose of this report is to provide the Prosperity and Economic Development Scrutiny Committee with progress in relation to the recommendations contained in its policy review into Tourism and Marketing in Sunderland.





**2. Background**

2.1 Following Cabinet consideration of recommendations from the Tourism and Marketing in Sunderland Policy Review, the Committee agreed that progress towards completion of the actions would be monitored through the Action Plan, with standardised six monthly monitoring reports to be presented to the Committee.

2.2 The Committee agreed to defer this item at its last meeting in order that it could be considered in further detail at this meeting.

**3. Current Position**

3.1 The recommendations agreed as part of the Committees policy review will deliver a range of improvement activity. A full overview of progress is attached as appendix A. The table below provides a summary of the number and percentage of actions that have been achieved, are on schedule to be achieved, are not now deliverable, or are not on schedule to be achieved.

Policy Review	Rag Key			
	 <b>Green</b> (achieved)	 <b>Blue</b> (not deliverable)	 <b>Amber</b> (On schedule)	 <b>Red</b> (Not on schedule)
Tourism and Marketing in Sunderland	4 (50%)		4 (50%)	

#### **4. Recommendations**

- 4.1 That Members note the progress towards completion of the actions detailed within the Action Plan, appended to this report (**Appendix A**) and seek clarification on its content where felt appropriate.

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

Prosperity and Economic Development Scrutiny Committee- Tourism and Marketing in Sunderland Policy Review 2009/10

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SCR.PED.PRR.TRM Tourism					
Tourism					
Action	Owner	Due Date	RAG	Last Progress update	July 11 Update
To develop communication plan as part of the Destination Management Plan (DMP) to set clear communication methods and channels by working through the City Marketing Partnership and the Area Tourism Partnership (ATP)	VT/KM	31/03/2012		<ul style="list-style-type: none"> <li>The core elements of the Destination Management Plan have been incorporated into the Economic Masterplan. Work is in progress to determine how to take this forward.</li> </ul>	The lead and objectives relating to tourism for Sunderland are under review. Tourism is currently led by the Tourism Development Manager with direction from the Head of Culture and Tourism. Tourism materials are developed with strategic advice and support from Communications.
Identification of an appropriate champion / lead officer and the creation of a partnership to market the city as a destination be further explored. Led via the City Marketing Group	City Marketing Group	31/03/2012		<ul style="list-style-type: none"> <li>The core elements of the Destination Management Plan have been incorporated into the Economic Masterplan. Work is in progress to determine how to take this forward.</li> </ul>	As above
Set up meetings and lines of communication with the Durham ATP. Financial contributions may be required to support activity.	Hall, Jane	31/03/2012		<ul style="list-style-type: none"> <li>All current ATP arrangements will cease Mar 2011 due to the withdrawal of funding. Ongoing discussions are currently being held at sub-regional and regional level regarding the future of tourism partnership working.</li> </ul>	Meetings have taken place with Visit County Durham. Joint activity and marketing opportunities are being drawn up for 2012 campaigns and communication is on going
City Partnership Marketing Group is already developing	Jane Peverley	not set		<ul style="list-style-type: none"> <li>All tourism activity supports the Sunderland Image Strategy and is delivered via Tourism Development</li> </ul>	The future membership and governance of the City Partnership Marketing Board is under review. The City Marketing Board still meets and is chaired by Dave Smith.
Proactively communicating with hotel developers for key sites identified as leisure sector developments. Ensure that tourism is embedded in core planning strategies.	VT/KM	31/03/2012		<ul style="list-style-type: none"> <li>Tourism perspective incorporated into the Economic Masterplan and added into the draft Core Strategy.</li> </ul>	Completed

<p>The TIC/Library Review (2010/11) and Legible City project should delivered both of these recommendations. Resources will be required in order to deliver any significant Legible City programme.</p>	<p>Hall, Jane</p>	<p>31/03/2011</p>	<ul style="list-style-type: none"> <li>• TIC/Library Review ongoing (due for completion March 2011. Sunderland 'The Place' review being undertaken by Environment and Attractive Scrutiny Committee will be used to inform future development of Legible City concept.</li> </ul>	<p>The TIC/Library Review in now incorporated into the Neighbourhood Services Management Review. The TIC is now relocated in the City Library and Arts Centre</p>
<p>To continue to provide a quality festivals and events programme seeking additional resources where necessary.</p>	<p>Zoe Channing</p>	<p>31/03/2011</p>	<ul style="list-style-type: none"> <li>• Ongoing review of Festivals and Event programme. Events development and marketing activities ensure that the events programme is promoted to both longer stay visitors and residents.</li> </ul>	<p>The review and development of festivals and events is on-going. New events have been introduced during 2011 - eg Folk Festival</p>
<p>A review of main tourism product and assets is included in the Destination Management Plan, which also includes opportunities for development</p>	<p>Hall, Jane</p>	<p>31/03/2011</p>	<ul style="list-style-type: none"> <li>• The core elements of the Destination Management Plan have been incorporated into the Economic Masterplan. Work is in progress to determine how to take this forward.</li> </ul>	<p>The core elements of the Tourism infrastructure are under review. This includes a review of the "Visit Sunderland Website", merchandise, promoting Sunderland and current information networks</p>



**VISIT TO PORT OF SUNDERLAND**

**REPORT OF THE CHIEF EXECUTIVE**

**STRATEGIC PRIORITIES: SP3: PROSPEROUS CITY**

**CORPORATE PRIORITIES: CIO1: Delivering Customer Focussed Services, C102: Being 'One Council', C103: Efficient and Effective Council, C104: Improving partnership working to deliver 'One City'**

**1. Purpose**

1.1 To receive feedback following the visit of the Committee to the Port of Sunderland.

**2. Background**

2.1 On 15 June 2011, the Committee agreed to undertake a visit to the Port of Sunderland as part of its work programme for the year. The visit took place on Wednesday 21 September 2011.

2.2 The visit included a full tour of the Port including Corporation Quay, Wear Docks and Hendon Docks. This was followed by a question and answer session. Members were accompanied on the visit by Mathew Hunt, the Port Director:

**3 Current Position**

3.1 During the visit of the Port of Sunderland, the following issues were raised and discussed:-

- Corporation Quay is considered a key asset of the Port. The area is buoyant with a lot of activity. The basic infrastructure and location is good. The advantage of being only 10 minutes from the open sea make it a potentially important base for an emerging renewables industry. It is hoped that the facility can be expanded and achieve steady growth with the interest currently being shown by renewable industries.
- The Hendon Docks still retain its old rail access and again has a lot of potential. While much of the site is currently given over to storage, in the long term there is potential to move to manufacturing and renewable industry. With this in mind, work is ongoing to bring together a 25 acre development site which will hopefully be attractive to the market.
- A lot of the Port's traditional sources of income have been on the decline and it is important to look to new and emerging markets such as those in renewable energy sector. The development of the offshore wind industry off the North Sea potentially opens up a range of opportunities for the Port in

manufacturing and maintenance work which should be exploited to the maximum.

- It is important that the Docks and the site are promoted and their potential fully harnessed. The Port should be seen as a considerable asset to the city.

#### **4. Recommendation**

- 4.1 The Scrutiny Committee is asked to consider the issues raised during visit of the Port of Sunderland.

#### **4. Background Papers**

None

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## **WORK PROGRAMME 2011-12**

### **REPORT OF THE CHIEF EXECUTIVE**

**Strategic Priorities: SP3 – Prosperous City**

**Corporate Priorities: CIO1: Delivering Customer Focused Services, CIO4: Improving partnership working to deliver ‘One City’.**

#### **1. Purpose of the report**

- 1.1 The report attaches, for Members’ information, the current work programme for the Committee’s work during the 2011-12 Council year.
- 1.2 The work of the Committee in delivering its work programme will support the Council in achieving its Strategic Priorities of a Prosperous City, support delivery of the related themes of the Local Area Agreement, and, through monitoring the performance of the Council’s services, help the Council achieve its Corporate Improvement Objectives CIO1 (delivering customer focussed services) and CIO4 (improving partnership working to deliver ‘One City’).

#### **2. Background**

- 2.1 The work programme is a working document which the Committee can develop throughout the year. The work programme allows Members and officers to maintain an overview of work planned and undertaken during the Council year.

#### **3. Current position**

- 3.1 The work programme reflects discussions that have taken place at the 16 June 2011 Scrutiny Committee meeting. The current work programme is attached as an appendix to this report.

#### **4. Conclusion**

- 4.1 The work programme developed from the meeting will form a flexible mechanism for managing the work of the Committee in 2011-12.

#### **5 Recommendation**

- 5.1 That Members note the information contained in the work programme and consider the inclusion of proposals for the Committee into the work programme.

**PROSPERITY AND ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE WORK PROGRAMME 2011/2012**

<b>REASON FOR INCLUSION</b>	<b>JUNE .06.11</b>	<b>JULY 27.07.11</b>	<b>SEPTEMBER 12.9.11</b>	<b>OCTOBER 26.10.11</b>	<b>DECEMBER 14.12.11</b>	<b>JANUARY 18.01.12</b>	<b>FEBRUARY 29.02.12</b>	<b>APRIL 18.04.12</b>
<b>Cabinet-Referrals and Responses</b>			Response to the 10/11 Policy Review – Low Carbon Economy					
<b>Policy Review</b>	Annual Work Programme and Policy Review 2011/2012 (JD)	Policy Review - Scoping Report (JD)  Policy Review – Scene Setting (JD)	Policy Review – Evidence Gathering (JD)  Visit to Port (JD)	Policy Review - Evidence Gathering – Links with Business – David Donkin/Jon Walker	Policy Review – Evidence Gathering (JD)  Visit to example of best practice (VT)	Policy Review – Evidence Gathering (JD)	Policy Review Progress Report (JD)	Policy Review: Final Report (JD)
<b>Performance</b>			Performance Q1 (Mike Lowe)  Progress on Previous Policy Reviews (JD)		Performance Q2/ Policy Review Progress (Gillian Robinson)			Performance Q3/ (Gillian Robinson)
<b>Scrutiny</b>	City Centre Improvement Programme – Support for Business(GF)  Seaburn Masterplan (KL)  Forward Plan (SA)	Work Programme (JD)  Forward Plan (JD)	Work Programme (JD)  Forward Plan (JD)	North East Chamber of Commerce (Jonathan Walker)  Review into Tourism – Feedback (JH)  Port of Sunderland – Feedback from Visit (JD)  Work Programme (JD)  Forward Plan (JD)	Work Programme (JD)  Forward Plan (JD)	Sub National Economic Development (Vince Taylor)  Work Programme (JD)  Forward Plan (JD)	Low Carbon Economy – Marketing and Communication Strategy (JP)  Low Carbon Economy - Role of Small Businesses (JS)  Work Programme (JD)  Forward Plan (JD)	Work Programme (JD)  Forward Plan (JD)
<b>CCFA/Members items/Petitions</b>								

# PROSPERITY AND ECONOMIC DEVELOPMENT SCRUTINY COMMITTEE

## FORWARD PLAN – KEY DECISIONS FOR THE PERIOD 1 October 2011 – 31 January 2012

REPORT OF THE CHIEF EXECUTIVE

26 October 2011

### 1. Purpose of the Report

- 1.1 To provide Members with an opportunity to consider those items on the Executive's Forward Plan for the period 1 October 2011 – 31 January 2012.

### 2. Background

- 2.1 The Council's Forward Plan contains matters which are likely to be the subject of a key decision to be taken by the Executive. The Plan covers a four month period and is prepared and updated on a monthly basis.

- 2.2 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 a decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.

- 2.3 Members requested that only those items which are under the remit of the Committee be reported to this Committee. The remit of the Committee covers the following themes:-

*Inward Investment and Business Support; Regeneration; Improving employability; Encouraging economic prosperity; Boosting the skills and knowledge level of the workforce; City Centre; and Marketing & Tourism.*

- 2.4 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.

### 3. Recommendation

- 3.1 It is recommended that the Committee considers the Executive's Forward Plan for the period 1 October 2011 to 31 January 2012.

### 4. Background Papers

- 4.1 Forward Plan for the period 1 October 2011 – 31 January 2011.

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**Forward Plan -  
Key Decisions for  
the period  
01/Oct/2011 to  
31/Jan/2012**



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

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

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01400	To agree the Access to Housing Project - Allocations Policy	Cabinet	05/Oct/2011	Cabinet, Service Users and Carer Groups, Portfolio Holder, Adult Services Staff and Partners	Briefings and/or meetings with interested parties	Via the Contact Officer by 19 September - Sustainable Communities Scrutiny Committee	Report and supporting papers	Alan Caddick	5662690
01543	To agree best consideration and terms for the disposal of St Mark's Garage, St Mark's Road, Millfield, Sunderland, to the Pakistani Islamic Community Centre	Deputy Chief Executive	05/Oct/2011	Head of Law & Governance and Executive Director of Commercial & Corporate Services	By Email	To contact Officer by 20 September 2011 - Management Scrutiny Committee	Cabinet report	Nick Wood	5612631
01518	Acquisition of site, Sheepfolds Industrial Estate, Sunderland.	Cabinet	05/Oct/2011	Head of Law and Governance, Head of Financial Resources, Head of Planning and Environment	Email and Report	In writing to contact officer by 19 September - Management Scrutiny.	Cabinet Report	Nick Wood	5612631

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01438	To agree the Social Care Contributions Policy for Personalisation	Cabinet	05/Oct/2011	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties	via the Contact Officer by 19 September - Health and Wellbeing Scrutiny Committee	Report	Neil Revely	5661880
01487	To approve and adopt the Internal Waste Plan	Cabinet	05/Oct/2011	All Council Directorates	Circulation of draft cabinet paper and the draft Internal Waste Plan document.	To the contact officer by 19 September 2011 - Sustainable Communities Scrutiny Committee.	Internal Waste Plan and accompanying Cabinet Report	David Henry	5612434
01511	To consider any key decisions arising from the Capital Programme and Treasury Management Second Quarterly Review 2011/2012	Cabinet	05/Oct/2011	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	By telephone to the Contact Officer by the end of September Management Scrutiny Committee	None	Sonia Tognarelli	5611851



## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01521	To agree the Empty Homes Area Action Plans.	Cabinet	05/Oct/2011	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 20 September 2011 - Sustainable Communities Scrutiny Committee	Report	Alan Caddick	5662690
01541	To approve submission of a bid to the Department for Education for schools capital investment proposals	Cabinet	05/Oct/2011	Schools, Elected Members, Commercial and Corporate Services	Meetings	To the contact officer by 27 September 2011 - Children, Young People and Learning Scrutiny	DfE Guidance	Beverley Scanlon	5611965
01510	To consider any key decisions arising from the Revenue Budget Second Quarterly Review 2011/2012	Cabinet	05/Oct/2011	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	By telephone to the Contact Officer by the end of September - Management Scrutiny Committee	None	Sonia Tognarelli	5611851

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01542	To recommend Council to approve the annual report on the delivery of the Children and Young People's Plan (10/11)	Cabinet	05/Oct/2011	Children's Trust, Scrutiny Committee, Cabinet	Meetings and circulation of draft report	To the contact officer by 27 September 2011 - Children, Young People and Learning Scrutiny Committee	CYPP Delivery Plan 2010-2013	John Markall	5661836
01515	To agree Procurement for First Tier Welfare Rights Service and to award contract from April 2012.	Cabinet	05/Oct/2011	Cabinet, Service Users and Ward Members, Portfolio Holders.	Briefings and/or meetings with interested parties	Via the Contact Officer by 20 September 2011 - Health and Wellbeing Scrutiny Committee.	Report and supporting papers	Graham King	5661894
01529	To approve the 2011 Employment Land Update (ELU)	Cabinet	05/Oct/2011	Head of Law and Governance. Director of Financial Services	Circulation of draft cabinet paper	To contact officer by end of September - Environment and Attractive City Scrutiny Committee	Draft ELU	Gary Clasper	5611537

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01530	To approve the 2011 Strategic Housing Land Availability Assessment (SHLAA)	Cabinet	05/Oct/2011	Head of Law and Governance. Director of Financial Services	Circulation of draft cabinet paper	To the contact officer by the end of September - Environment and Attractive City Scrutiny Committee	Draft SHLAA	Neil Cole	5611574
01544	To agree to allocate capital contingencies to fund building refurbishment works for the Smarter Working Project	Cabinet	05/Oct/2011	Executive Director of Commercial and Corporate Services	By E mail	To contact officer by 20th September 2011 - Management Scrutiny Committee	Cabinet Report	Colin Clark	5611502
01531	To approve the draft revised Preferred Options Core Strategy.	Cabinet	02/Nov/2011	Head of Law and Governance, Director of Financial Services	Circulation of draft cabinet paper	To contact officer by end of October - Environment and Attractive Scrutiny Committee	Circulation of draft cabinet paper	Neil Cole	5611574

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01532	To approve the Sunderland Green Infrastructure Strategy SPD Draft for Consultation	Cabinet	02/Nov/2011	Head of Law and Governance, Director of Financial Services, Sunderland Partnership, Director of City Services	circulation of draft cabinet paper	To contact officer by end of October - Environment and Attractive City Scrutiny Committee	Sunderland Green Infrastructure Strategy SPD Draft for Consultation	Barry Luccock	5611577
01524	To consider any key decisions arising from the Revenue Budget Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01525	To consider any key decisions arising from the Capital Programme and Treasury Management Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	Via the Contact Officer by 16 December 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01527	To recommend to Council the level of Council Tax Base to be included in the 2012/2013 Budget	Cabinet	11/Jan/2012	None	N/A	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	Cabinet Report	Fiona Brown	5611811
01526	To consider budget proposals for the 2012/2013 Revenue Budget for the Council	Cabinet	11/Jan/2012	Directors, Relevant Portfolio Holders, EMT, Chamber of Commerce, Trade Unions, Citizens Panel and Education Stakeholders	Briefings, Meetings, Presentations	To Contact Officer by 19 December 2011 - Management Scrutiny Committee	Report and Supporting Papers	Sonia Tognarelli	5611851
01534	To consider any key decisions arising from the Capital Programme and Treasury Management Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and emailed to Directors	Via the Contact Officer by 16 December 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851

## Forward Plan: Key Decisions from - 01/Oct/2011 to 31/Jan/2012

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
01536	To recommend to Council the level of Council Tax Base to be included in the 2012/2013 Budget	Cabinet	11/Jan/2012	None	N/A	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	Cabinet Report	Fiona Brown	5611811