

CIVIC CENTRE,
SUNDERLAND
16 March 2015

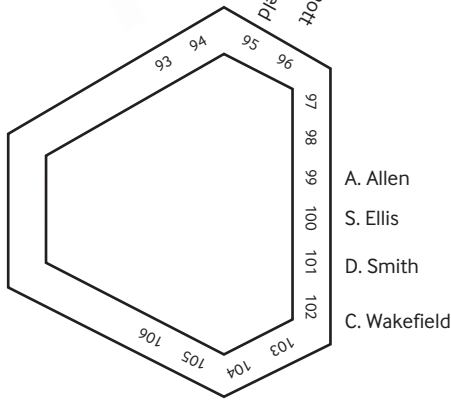
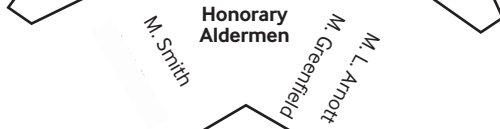
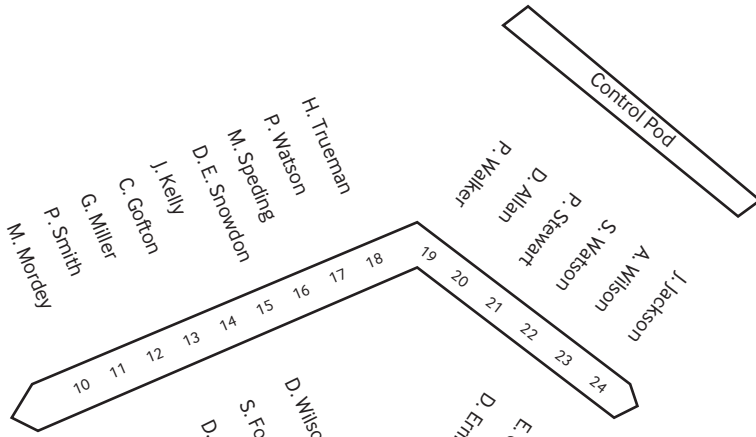
TO THE MEMBERS OF SUNDERLAND CITY COUNCIL

YOU ARE SUMMONED TO ATTEND A MEETING of Sunderland City Council to be held in the Council Chamber, Civic Centre, Sunderland, on **WEDNESDAY 25 MARCH 2015 at 6.00 p.m.**, at which it is proposed to consider and transact the following business:-

Item	Page
1. To read the Notice convening the meeting.	-
2. To approve the minutes of the Meeting of the Council held on 4 th March 2015 (copy herewith).	1
3. Receipt of Declarations of Interest (if any).	-
4. Announcements (if any) under Rule 2(iv).	-
5. Reception of Petitions.	-
6. Apologies.	-
7. Report of the Cabinet (copy herewith).	13
8. Written Questions (if any) under Rule 8.2.	-
9. To consider the attached motion.	43

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CHIEF EXECUTIVE

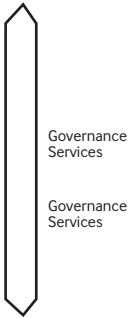


Head of Law and Governance
E. Waugh

Mayor
S. Porthouse

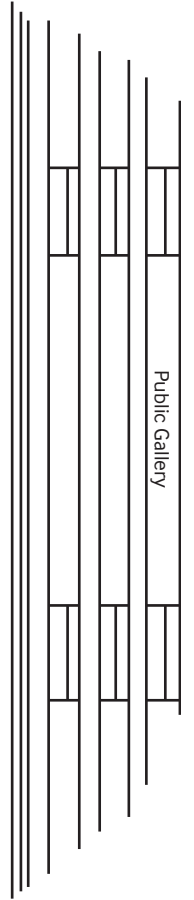
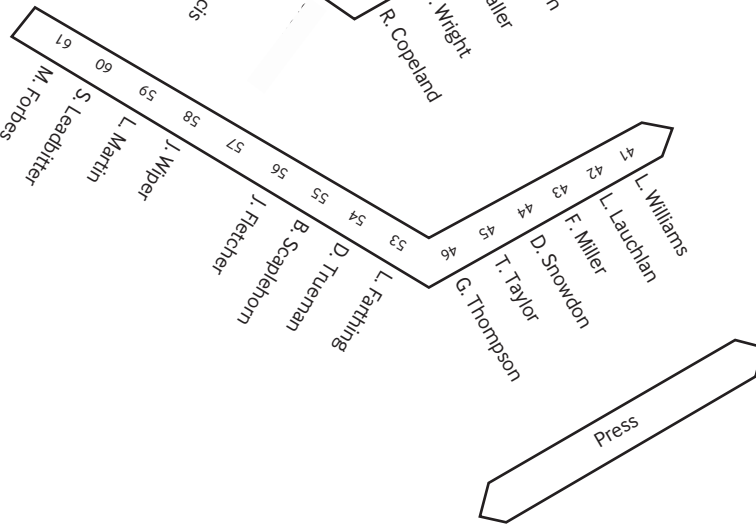
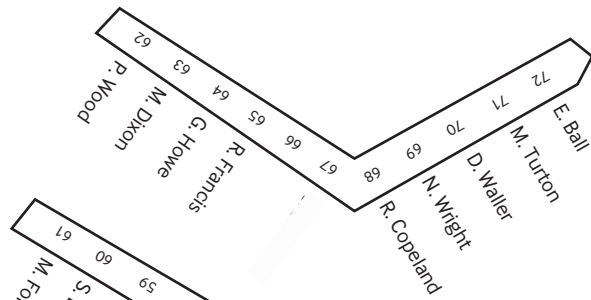
Chief Executive
D. Smith

Deputy Mayor
B. Curran



- 81 T. Wright
- 80 J. Gallagher
- 79 I. W. Kay
- 78 L. Scanlan
- 77 B. Price
- 76 R. Bell
- 75 R. Davison
- 74 A. Farr
- 73 A. Emerson

- 29 A. Lawson
- 30 J. Scott
- 31 P. Tye
- 32 P. Gibson
- 33 F. Anderson
- 34 J. Blackburn
- 35 J. Cummings
- 36 W. Turton
- 37
- 38
- 39 B. McClennan
- 40 T. Martin



Minutes

Sunderland City Council

At a meeting of SUNDERLAND CITY COUNCIL held in the CIVIC CENTRE on WEDNESDAY 4 MARCH 2015 at 2.00pm

Present: The Mayor (Councillor Porthouse) in the Chair
The Deputy Mayor (Councillor Curran)

Councillors	Allan	Fletcher	MacKnight	Thompson
	Ball	Forbes	Marshall	Trueman, D
	Bell	Foster	McClennan	Trueman, H
	Blackburn	Francis	Martin, L	Wakefield
	Copeland	Galbraith	Miller, G	Walker
	Cummings	Gibson, E	Mordey	Watson, P
	Davison	Gibson, P	Price	Watson, S
	Dixon, D	Gofton	Scanlan	Williams
	Dixon, M	Jackson	Scaplehorn	Wilson, A
	Ellis	Kay	Smith, P	Wiper
	Emerson	Kelly	Snowdon, D	Wood
	Essl	Lawson	Snowdon, D E	Wright, N
	Farr	Leadbitter	Speding	

Also Present:-

Honorary Aldermen Michael Arnott, Mark Greenfield and Mary Smith.

The notice convening the meeting was read.

Minutes

40. RESOLVED that the minutes of the Meeting of the Council held on 28 January 2015 be confirmed and signed as a correct record.

Declarations of Interest

The following Councillors declared interests as follows: -

Item 6 (i) – Report of the Cabinet – Capital Programme 2015/2016 and Treasury Management Policy and Strategy 2015/2016, including Prudential	Councillor Blackburn	Board Member of Hetton Trust, Easington Lane Community Access Point and Hetton Home Care
	Councillor P Smith	Member of Derwent Hill Advisory Group and Chair of

Indicators for 2015/2016		Early Years and Childcare Strategic Partnership
	Councillor Williams	Governor of Lambton Primary School and Member of Early Years and Childcare Strategic Partnership
Item 6 (ii) – Revenue Budget and Proposed Council Tax for 2015/2016 and Medium Term Financial Strategy 2015/2016 to 2019/2020	Councillor Forbes	Member of the Tyne and Wear Fire and Rescue Authority
	Councillor Price	Member of the Tyne and Wear Fire and Rescue Authority
	Councillor P Smith	Chair of Early Years and Childcare Strategic Partnership
	Councillor Thompson	Board Member of ODYPP – Washington youth service provider
	Councillor Williams	Member of Early Years and Childcare Strategic Partnership
Item 6 (iii) – Determination of Council Tax 2015/2016	Councillor Forbes	Member of the Tyne and Wear Fire and Rescue Authority
	Councillor Price	Member of the Tyne and Wear Fire and Rescue Authority
Item 7 - Appointments	Councillor Ball	Director of Raich Carter Sports Centre
	Councillor Emerson	Director of Raich Carter Sports Centre
	Councillor P Gibson	Director of Sunderland Live Limited
	Councillor Scanlan	Director of Sunderland Live Limited

Announcements

Deaths of Honorary Alderman James Walker, former Councillor Kath Chamberlin and Councillor Christine Shattock

The Mayor paid tribute to Honorary Alderman James Walker, former Councillor Kath Chamberlin and Councillor Christine Shattock who had recently passed away.

Tributes were paid by Councillor Kelly to Alderman Walker, by Councillor M Dixon to former Councillor Chamberlin and by Councillor N Wright to Councillor Shattock.

Members and Officers stood for a minute's silence as a mark of respect.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Allen, Anderson, Atkinson, Errington, Farthing, Howe, Lauchlan, T Martin, F Miller, Scott, D Smith, Stewart, Taylor, M Turton, W Turton, Tye, D Wilson and T Wright.

The Cabinet reported and recommended as follows:-

That they had referred the initial proposals on these matters to the Scrutiny Committee which supported the recommendations set out in the report to the Cabinet dated 14 January 2015.

That they had also subsequently, on 11 February 2015, submitted the attached report numbered 1 to the meeting of the Audit and Governance Committee and also the reports numbered 1, 2 and 3 to the Scrutiny Committee on 12 February 2015.

The Audit and Governance Committee was consulted specifically on the Treasury Management Policy and Strategy for 2015/2016 and was pleased to note that there were no major changes proposed to the overall Strategy and that the careful and prudent approach adopted by the Council in previous years would continue.

The Committee also noted the Borrowing and Investment Strategies and that Council continued to follow fundamental principles in relation to the prudent investment of its treasury balances which had resulted in the rate of return on investments being consistently higher than the benchmark rate.

The Committee were satisfied that the arrangements for Treasury Management were in an excellent position for the next and future years and resolved that the Council be advised accordingly.

The Scrutiny Committee, commented that, having considered the proposals, it was happy with the information provided within the Budget and Service reports and therefore supported the Cabinet recommendation to Council that the budget proposals be approved.

The Scrutiny Committee recognised the difficult financial situation that the Council continued to operate within and acknowledged the hard work and support provided by the Director of Finance and her team in preparing the budget proposals and managing the finances of the Council as a whole.

Subsequently

- the precept figures of the Police and Crime Commissioner Northumbria (PCCN) had been confirmed as those set out in the report to Cabinet on 11 February 2015. For the PCCN this would mean an increase of 1.99% in the precept level for 2015/2016.

- The precept figures for the Tyne and Wear Fire and Rescue Authority (TWFRA) had been confirmed as a 1.99% increase in the precept level for 2015/2016. Consequently, the following amounts for the Tyne and Wear Fire and Rescue Authority had been issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings as follows:

Valuation Bands	Precepting Authority Tyne & Wear Fire and Rescue Authority
A	£ 49.75
B	£ 58.04
C	£ 66.33
D	£ 74.62
E	£ 91.20
F	£107.78
G	£124.37
H	£149.24

The position set out at Item 3 of the report as Determination of Council Tax 2015/2016 reflected the above notified 2015/2016 precept levels in respect of the Precepting Authorities.

1. Capital Programme 2015/2016 and Treasury Management Policy and Strategy 2015/2016, including Prudential Indicators for 2015/2016 to 2017/2018

That they had given consideration to the attached joint report of the Chief Executive and Director of Finance and recommended that approval be given to:

- (i) the proposed Capital Programme for 2015/2016
- (ii) the Treasury Management Policy and Strategy for 2015/2016 (including specifically the Annual Borrowing and Investment Strategies)
- (iii) the Prudential Indicators for 2015/2016 to 2017/2018
- (iv) the Minimum Revenue Provision Statement for 2015/2016.

Accordingly the Cabinet recommended the Council to approve:-

- (i) the proposed Capital Programme for 2015/2016
- (ii) the Treasury Management Policy and Strategy for 2015/2016 (including specifically the Annual Borrowing and Investment Strategies)
- (iii) the Prudential Indicators for 2015/2016 to 2017/2018
- (iv) the Minimum Revenue Provision Statement for 2015/2016.

2. Revenue Budget and Proposed Council Tax for 2015/2016 and Medium Term Financial Strategy 2015/2016 to 2019/2020

That they had given consideration to the attached joint report of the Chief Executive and the Director of Finance on:

- (i) the overall revenue budget position for 2015/2016;
- (ii) the projected balances position as at 31 March, 2015 and 31 March, 2016 and advise on their level;
- (iii) a risk analysis of the Revenue Budget 2015/2016;
- (iv) a summary of the emerging medium term financial position facing the Council from 2016/2017 to 2019/2020;
- (v) views received from the North East Chamber of Commerce and Trade Unions.

They therefore recommended that the Revenue Budget for 2015/2016, as set out at Appendix K, be approved.

3. Determination of Council Tax 2015/2016

That they had given consideration to a report of the Director of Finance making, subject to the approval of the Revenue Budget 2015/2016 (as set out at item 2 above), recommendations with respect to Council Tax levels for 2015/2016, and advising that the Council Tax is calculated using the tax bases for the areas of the City Council and Hetton Town Council as approved by Council on 28 January 2015, and setting out a number of resolutions required to be made to determine the Council Tax, including the confirmed precepts from the Major Precepting Authorities and the Parish of Hetton Town Council.

They therefore recommended that the report having advised of the statutory requirements to recommend to Council a proposed Council Tax Requirement which for Sunderland would mean a freeze to the Council Tax for 2015/2016, Council confirm the Council Tax Requirement for its own purposes was £78,273,360 (excluding Parish precepts), and

- i) it be noted that at its meeting on 28 January 2015 the Council approved the following amounts for the year 2015/2016 in accordance with the amended regulations made under Section 31B(3) of the Local Government Finance Act 1992 (the 'Act'):
 - a) £66,000 being the amount calculated by the Council, in accordance with the above regulation of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended by Local Authorities (Calculation of Tax Base) (Amendment) (England) Regulations 2012, as its Council Tax Base for the year (Item T).

- b) £3,301 being the amount calculated by the Council, in accordance with the Regulations, as the amount of its Council Tax Base for the year for dwellings in the area of the Parish of Hetton Town Council.
- ii) That the Council Tax Leaflet be made available via the Council's website rather than enclosed with Council Tax bills which reflects a relaxation of the rules and that, to meet timescales for publication, responsibility for finalising the document be delegated to the Director of Finance in consultation with the Leader of the Council and the Cabinet Secretary.
- iii) That the following amounts be now calculated by the Council for the year 2015/2016 in accordance with Sections 31 to 36 of the Local Government and Finance Act 1992 as amended:
- (a) £662,982,481 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish Councils.
- (b) £584,665,845 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.
- (c) £78,316,636 being the amount by which the aggregate at iii (a) above exceeds the aggregate at iii (b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax Requirement for the year including Parish Precepts (Item R in the formula in Section 31A(4) of the Act)
- (d) £1,186.6157 being the amount at iii (c) above (Item R) all divided by Item T (i (a) above), calculated by the Council, in accordance with Section 31B (1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).
- (e) £43,276 being the precept notified by Hetton Town Council as a special item under Section 34 (1) of the Act.

(f) £1,185.9600 being the amount at iii (d) above less the result given by dividing the amount at iii (e) above by the Item T (i (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

(g) £1,199.0700 being the amount given by adding to the amount at iii (f) above the amount iii (e) divided by the amount at i (b) above, calculated by the Council in accordance with Section 34 (3) of the Act as the basic amounts of its Council Tax for the year for dwellings in the area of the Parish of Hetton Town Council.

(h)

Valuation Band	Parts of the Council's Area	
	Hetton Town Council	All other parts of the Council's Area
A	£ 799.38	£ 790.64
B	£ 932.61	£ 922.41
C	£ 1,065.84	£ 1,054.19
D	£ 1,199.07	£ 1,185.96
E	£ 1,465.53	£ 1,449.51
F	£ 1,731.99	£ 1,713.05
G	£ 1,998.45	£ 1,976.60
H	£ 2,398.14	£ 2,371.92

being the amounts given by multiplying the amounts at iii (f) and iii (g) above by the number which, in the proportion set out in Section 5 (1) of the Act, is applicable to dwellings listed in a particular valuation band divided by the number which in that proportion is applicable to dwellings listed in valuation band D, calculated by the Council, in accordance with Section 36 (1) of the Act, as the amounts to be taken into account for the year in respect of categories of dwellings listed in different valuation bands.

iv) it be noted that for the year 2015/2016, the Tyne and Wear Fire and Rescue Authority and the Police and Crime Commissioner for Northumbria have confirmed the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings as follows:

Valuation Bands	Precepting Authority	
	Police and Crime Commissioner for Northumbria	Tyne & Wear Fire and Rescue Authority
A	£ 58.89	£ 49.75
B	£ 68.70	£ 58.04
C	£ 78.52	£ 66.33
D	£ 88.33	£ 74.62
E	£107.96	£ 91.20
F	£127.59	£107.78
G	£147.22	£124.37
H	£176.66	£149.24

- v) having calculated the aggregate in each case of the amounts at (iii) h and (iv) above, and having received confirmation of the precept in paragraph (iv), the Council, in accordance with Section 30 (2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2015/2016 for each of the categories of dwellings shown below:

Valuation Band	Parts of the Council's Area	
	Hetton Town Council	All other parts of the Council's Area
A	£ 908.02	£ 899.28
B	£ 1,059.35	£ 1,049.15
C	£ 1,210.69	£ 1,199.04
D	£ 1,362.02	£ 1,348.91
E	£ 1,664.69	£ 1,648.67
F	£ 1,967.36	£ 1,948.42
G	£ 2,270.04	£ 2,248.19
H	£ 2,724.04	£ 2,697.82

- vi) to note that under Section 52ZB of the Local Government Finance Act 1992, the Authority's relevant basic amount of council tax for 2015/2016 is not excessive in accordance with the principles determined under Section 52ZC(1) of the Act.

(i.e. the proposed Council Tax Freeze for 2015/2016 means that the Council does not need to hold a referendum on its proposed council tax. The regulations set out in Section 52ZC of the Local government Finance Act 1992 requires all billing authorities (councils and precept authorities (i.e. Fire and Police authorities)) to hold a referendum on their proposed level of basic Council Tax each year if they exceed government guidelines set out annually.

For 2015/2016 the guideline increase for the council was 2%.

As the council is proposing a council tax freeze for 2015/2016 then the above regulations have no impact for 2015/2016.)

It was then moved by the Councillor P Watson and seconded by Councillor H Trueman that the report of the Cabinet be approved and adopted.

In accordance with the requirement of the Local Authorities (Standing Orders) (England) (Amendment) Regulations 2014 for a named vote to be taken with regard to any budget decision made, the substantive motion was put to the vote with 50 Members voting in favour as follows: -

Councillors	Allan	Forbes	Marshall	Thompson
	Ball	Foster	McClennan	Trueman, D
	Bell	Francis	Martin, L	Trueman, H
	Blackburn	Galbraith	Miller, G	Wakefield
	Copeland	Gibson, E	Mordey	Walker
	Cummings	Gibson, P	Price	Watson, P
	Davison	Gofton	Scanlan	Watson, S
	Dixon, D	Jackson	Scaplehorn	Williams
	Dixon, M	Kay	Smith, P	Wilson, A
	Ellis	Kelly	Snowdon, D	Wiper
	Emerson	Lawson	Snowdon, D E	Wood
	Essl	Leadbitter	Speding	Wright, N
	Farr	MackKnight		

Accordingly it was: -

41. RESOLVED that the report of the Cabinet be approved and adopted.

Appointments – Sunderland Live Limited (and subsidiary), Primary Care Co-commissioning Sub-Committee of the Governing Body of the Clinical Commissioning Group and the Leisure Joint Venture Board

The Head of Law and Governance submitted a report which sought approval for appointments to the Board of Sunderland Live Limited, the Board of Directors of UK Events Live Limited, the Primary Care Co-commissioning Sub-Committee of the Governing Body of the Clinical Commissioning Group and the Leisure Joint Venture Board.

42. The Council RESOLVED that:-

- (i) the Executive Director of Enterprise Development be appointed as a Director of Sunderland Live Limited;
- (ii) subject to (i) above, the Board of Directors of Sunderland Live Limited be appointed as Directors of UK Events Live Limited;
- (iii) the Executive Director of People Services be appointed as the Council's representative on the primary care commissioning sub-committee of the Governing Body of Sunderland Clinical Commissioning; and

- (iv) the Executive Director of People Services, the Portfolio Holder for Public Health, Wellness and Culture and the Executive Director of Enterprise Development be appointed to the Board of the Leisure Joint Venture.

(Signed) S PORTHOUSE
Mayor

Report of the Cabinet

The CABINET reports and recommends as follows:-

1. Localism Act 2011 – Pay Policy Statement 2015-2016

That they have given consideration to a report of the Human Resources Committee on an update and a proposal to publish the draft Pay Policy Statement for 2015-2016 in line with the requirements of the Localism Act 2011.

Accordingly the Cabinet recommends the Council to approve the draft Pay Policy Statement 2015-2016 and its subsequent publication on the Council's website by 31 March 2015.

2. Review of Members' Allowances Scheme by the Independent Remuneration Panel

That they have given consideration to the attached joint report of the Chief Executive and the Head of Law and Governance (copy attached) on the outcome of the Independent Remuneration Panel's Review of Members' Allowances.

The Independent Remuneration Panel viewed and received information regarding how the operation of the revised executive and committee arrangements and the roles and responsibilities thereunder had been embedded in council arrangements, and also considered representations that had been made by members in respect of a number of other aspects of the Scheme. Following careful consideration of these matters, the Panel had recommended that the Members' Allowances Scheme remained unchanged.

Accordingly the Cabinet recommends the Council to approve the recommendations of the Remuneration Panel that:-

- (i) the report, including the Council's commitment to further improvement action to reinforce the overall successful implementation of Executive and Committee arrangements and ensure steps are taken to increase understanding of the roles and achievements, be noted, and
- (ii) no change be made to the current level of allowances paid to Members of the Council of the City of Sunderland for 2015 / 2016.

CABINET

11 MARCH, 2015

**HUMAN RESOURCES COMMITTEE –
26 FEBRUARY 2015 – PAY POLICY STATEMENT 2015-2016**

Report of the Director of Human Resources and Organisational Development

1. Purpose

- 1.1 To recommend to Cabinet approval of the draft Pay Policy Statement 2015-2016, for subsequent adoption by Council and publication by 31 March 2015.

2. Description of Decision

- 2.1 That the Cabinet recommend adoption by Council and publication by 31 March 2015.

3. Background

- 3.1 In February 2012 Human Resources Committee considered the pay transparency implications of the Localism Act 2011, including the requirement to produce and publish an annual Pay Policy Statement. Human Resources Committee formally agreed this for recommendation to Cabinet. This was subsequently agreed by Cabinet and adopted by Council on 28th March 2012 and was published on the Council's website by 31st March 2012.
- 3.2 Updated policies for 2013-14 and 2014-15 were subsequently agreed by Cabinet and adopted by Full Council, and published on the council's website. The policy needs to be updated and published for 2015-16.
- 3.3 The 2014/15 Pay Policy is currently published on the Council's website, alongside the Statement of Accounts. This can be accessed at: www.sunderland.gov.uk/Council and Democracy/Senior Pay Information, or Website URL: <http://www.sunderland.gov.uk/index.aspx?articleid=4494>

4. Comments of the Human Resources Committee

- 4.1 The Committee considered the content, purpose and implications of the report.
- 4.2 The Committee formally agreed the draft Pay Policy Statement 2015-16 for recommendation to Cabinet and adoption by Council and publication by 31st March 2015.

5. Reason for Decision

- 5.1 The provisions of the Localism Act 2011 came into force on 15th January 2012, bringing together the strands of increasing accountability, transparency and fairness in the setting of local pay. Section 38 of the Act requires English and Welsh local authorities to produce an annual pay policy statement, setting out councils' policies for the financial year in relation to the remuneration of their senior staff/chief officers, the remuneration of their lowest-paid employees, and the relationship between the pay of chief officers and that of other employees.
- 5.2 The provisions of the Local Government Transparency Code came into force on 31st October 2014 under section 2 of the Local Government, Planning and Land Act 1980. As part of the code, local authorities are now required to publish certain data sets, including information on senior salaries.

6. Alternative Options

- 6.1 There are no alternative options recommended.

7. Background Papers

Report to the Human Resources Committee on 26 February, 2015.

Minutes of the Human Resources Committee held on 21 February 2015: Web Link -

Human Resources Committee

26 February 2015

Pay Policy Statement 2015-2016

Report of the Director of Human Resources & Organisation Development

1.0 Purpose of Report

- 1.1 To recommend approval of the draft Pay Policy Statement 2015-2016, for subsequent adoption by Council and publication by 31st March 2015.

2.0 Background

- 2.1 In February 2012 Human Resources Committee considered the pay transparency implications of the Localism Act 2011, including the requirement to produce and publish an annual Pay Policy Statement. Human Resources Committee formally agreed this for recommendation to Cabinet. This was subsequently agreed by Cabinet and adopted by Council on 28th March 2012 and was published on the Council's website by 31st March 2012.
- 2.2 Updated policies for 2013-14 and 2014-15 were subsequently agreed by Cabinet and adopted by Full Council, and published on the council's website. The policy needs to be updated and published for 2015-16.
- 2.3 The 2014/15 Pay Policy is currently published on the Council's website, alongside the Statement of Accounts. This can be accessed at: <http://www.sunderland.gov.uk> and search for Senior Pay, or Website URL: <http://www.sunderland.gov.uk/index.aspx?articleid=4994>
- 2.4 There continue to be both required and discretionary elements to the statutory pay policy :
- (i) Required elements:
- The level and elements of remuneration for each chief officer (including salary, bonuses and benefits in kind).
 - The remuneration of its lowest-paid employees (together with its definition of "lowest paid employees" and its reasons for adopting that definition).
 - The relationship between the remuneration of its chief officers and other officers.
 - Other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, the use of performance-related pay and bonuses, termination payments, and transparency (i.e. publication of and access to information relating to their remuneration).

(ii) Discretionary elements (recommended in JNC guidance):

- The authority's policies relating to other terms and conditions for chief officers; making explicit whether the JNC conditions of service for chief officers are incorporated in their employment contracts.
- Any additional arrangements which may not amount to formal terms and conditions but which relate to employment and are a charge on the public purse.
- Combining into one statement, other statements relating to remuneration which the Council is already required to publish, in relation to discretionary payments on early termination of employment; on increasing an employee's total pension scheme membership; and awarding additional pension.

The Council's current policy is a combined Statement of Policy on Discretions relating to The Local Government (Early Termination of Employment) (Discretionary Compensation) (England and Wales) Regulations 2006, and The Local Government Pension Scheme Regulations 1997 (as amended).

2.5 On 3rd October 2014 the Government issued a revised Local Government Transparency Code. This came into force on 31st October 2014 under section 2 of the Local Government, Planning and Land Act 1980. As part of the code, local authorities are now required to publish certain data sets. The HR implications of the mandatory information are the annual publication of:

- An **Organisation chart** covering staff in the top three levels of the organisation (including grade, job title, local authority department and team, whether permanent or temporary staff, contact details, salary in £5,000 brackets, consistent with the details published for Senior Salaries, and the maximum salaries for the grade).
- Annual publication of **Trade union facility time** (including total number and full time equivalent of staff who are union representatives, and the total number and full time equivalent of union representatives who devote at least 50% of their time to union activity.)
- Senior salaries.
- Pay multiple – the ratio between the highest paid salary and the median salary of the whole of the authority's workforce. (Currently we publish the ratio between the highest to lowest pay).

The information was published within the required deadlines, i.e.:

- On the first occasion, not later than 2nd February 2015, and
- Thereafter, not less than annually and not later than one month after the year to which the data and information is applicable.

These data sets are published on the council's website under Transparency, alongside the Senior Pay information and can be accessed at:

<http://www.sunderland.gov.uk>, or by clicking [Transparency](#)

See related downloads:

- Senior salaries – Senior Employees 2013-14 showing Remuneration & Responsibilities : - Senior Salaries
- Organisation Chart – 1 January 2014 – showing top 3 levels of the organisation ; - Organisation Chart
- Pay multiple – 1 January 2015 – showing the pay multiple for median remuneration (base pay) as a ratio ; – Pay Multiple

The content of the Pay Policy Statement 2015-16 has not been affected by the Transparency Code requirements apart from the Pay multiple method – we are required to publish the ratio between the highest paid salary and the median salary of the whole of the authority’s workforce. (We had previously published the ratio between the highest to lowest pay).

3.0 Proposal

The proposed draft Pay Policy Statement 2015-2016 is attached as an Appendix to this report. The amendments in comparison with the 2014-15 Pay Policy Statement are: the reference to related data sets published under the Transparency Code; changes to dates; an increase in JNC pay grades; a change in the pay multiple method; and updating references to new or deleted posts, etc.

4.0 Consultations

- 4.1 The Executive Management Team have been consulted about the content of the proposed Statement.

5.0 Recommendations

- 5.1 It is recommended that Human Resources Committee formally agree the attached draft Pay Policy Statement 2015-16 for recommendation to Cabinet and adoption by Council and publication by 31st March 2015.

Draft Pay Policy Statement 2015-16

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 - 3.2 Key Principles
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1. Introduction and Purpose

1.1 Aims and Purpose

This document sets out the Council's pay policy for 2015-16 aimed at supporting the remuneration of the workforce in a fair and transparent way. This Pay Policy Statement has been produced having regard to Government Guidance issued under section 38 of the Localism Act 2011. The policy is subject to annual review and must be approved by full Council for each financial year from 2012-13 onwards. It will be published on the Council's website as soon as reasonably practicable after approval or amendment.

It sets out:

- The methods by which salaries of all employees are determined.
- The detail and level of remuneration of the Council's most senior staff, i.e. 'chief officers' as defined by the relevant legislation.
- The remuneration of the lowest paid employees.
- The relationship between the remuneration of its Chief Officers and the remuneration of employees who are not Chief Officers.

The Local Government Transparency Code 2014, published by the Government and which came into force on 31st October 2014 under section 2 of the Local Government, Planning and Land Act 1980, builds on the requirement for local authorities in creating greater transparency through the publication of public data. This includes publishing details of senior employee salaries, including a list of responsibilities, the inclusion of bonus details for all senior employees whose salary exceeds £50,000 and publication of the data on the authority's website). In line with this Code, the pay multiple in this Pay Policy now measures the ratio between the highest paid salary and the median salary of the whole of the authority's workforce.

These related data sets are published annually, including:

- An Organisation chart covering the top three levels of the organization (including grade, job title, local authority department and team, whether permanent or temporary staff, contact details, salary in £5,000 brackets, consistent with the details published for Senior Salaries, and the maximum salaries for the grade). Link to - [Organisation Chart](#)
- Senior Salaries – Senior employees (remuneration in the previous financial year, and Responsibilities). Link to - [Senior Salaries](#)
- Pay Multiple (the ratio between the highest paid taxable earnings for the given year and the median earnings figure of the whole of the council's workforce). Link to - [Pay Multiple](#)

Further information on senior pay is also published on the Council's website, alongside the Statement of Accounts. This can be accessed at:

<http://www.sunderland.gov.uk> and search for Senior Pay, or Website URL:
<http://www.sunderland.gov.uk/index.aspx?articleid=4773>

1.2 Not in Scope
The arrangements set out within this document do not extend to those employees who are employed within the control of school governing bodies.

1.3 Other legislation relevant to pay and remuneration
Under section 112 of the Local Government Act 1972, the Council has the power to appoint officers on such reasonable terms and conditions as the authority thinks fit, subject to Section 41 of the Localism Act 2011 (requirement for determinations relating to terms and conditions of chief officers to comply with the pay policy statement.)

In determining the pay and remuneration of all of its employees, the Council will comply with all relevant employment legislation. This includes legislation such as the Equality Act 2010, Part Time Employment (Prevention of Less Favourable Treatment) Regulations 2000 and where relevant, the Transfer of Undertakings (Protection of Earnings) Regulations. There is also significant legislation relating to pensions and payments upon termination of employment.

Sunderland City Council is an equal opportunity employer. The overall aim of our Single Equality Scheme is to ensure that people are treated fairly and with respect. The scheme also contains a specific objective to be a diverse organisation which includes recruiting and retaining a diverse workforce and promoting equality and diversity through working practices. This pay policy forms part of our policies to promote equality in pay practices. By ensuring transparency of senior pay and the relationship with pay of other employees, it will help ensure a fair approach which meets our equality objectives.

1.4 Context
In setting the pay policy arrangements for the workforce the Council seeks to pay appropriate salaries within the constraints of a public sector organisation. The pay policy is simply one aspect of the Council's whole approach to managing its human resources within the context of the Sunderland way of working, the Council's values and its organisational philosophy.

2. **Pay Structure and general principles regarding the remuneration of all staff**

2.1 Pay Structure
The Council operates a graded salary structure of incremental salary scales with a range of spinal column points (pay points), using the nationally negotiated pay spines as the basis for its local pay structures, together with some locally determined rates.

The large majority of the Council's (non teaching) workforce are covered by the National Joint Council for Local Government Services (NJC) pay spine (spinal column points 5-49), plus some additional local salary scales (spinal column points 50-58). Other appropriate nationally agreed spines apply to smaller defined groups of employees, such as Craft, JNC for Youth & Community Workers, Employees covered by the Soulbury Committee Agreement, and the Joint National Council for Chief Officers (JNC).

The salary figures in this report are gross salary figures before deductions, such as salary sacrifice, are made at the discretion of the employee.

2.2 Pay Awards

National and Provincial Agreements for the Council's workforce include the negotiation of collective agreements on pay and conditions, which are reviewed and negotiated annually, through agreements of the relevant national bodies such as the National Employers' Organisation for Local Government Services, on behalf of all local authorities in England and Wales, and the signatory Trade Unions. The annual pay awards, if any, take account of a number of issues, including what can be agreed with the relevant trade unions, the general economic situation, the results of consultation, the affordability position of local authorities, the average rate of pay settlements across the economy, the employee relations climate, etc. While the Council as an Employer is consulted as part of the negotiation process, it does not control the level of any national pay award.

2.3 Grading of posts

The grading of posts is determined by either the Council, following the consideration of recommendations from the Council's HR Committee or under delegated powers by the Director of HR & OD. For some categories of staff, job evaluation techniques are used.

2.4 Appointment to new and existing posts

Appointments are made in accordance with the Council's Code of Practice on Recruitment and Selection. For posts graded on incremental scales, appointments are normally made at the minimum of the salary grade, with employees progressing to the maximum point of the salary range via annual incremental progression where applicable, subject to relevant criteria being met. While provision exists to appoint above the minimum of the grade, this is applied in exceptional circumstances only. The equality impact of the decision is a key issue, and it is imperative that anomalies are not created as a result of such decisions. In cases where the criteria to appoint above the minimum of the grade is met, comprehensive records need to be maintained and monitored on an ongoing basis, for use in assessing recruitment and retention trends and for monitoring purposes.

2.5 Market Pay

From time to time it may be necessary to take account of the external pay levels in the labour market in order to attract and retain employees with particular experience, skills and capacity. Where necessary, the Council will ensure the requirement for such is objectively justified by reference to clear and transparent evidence of relevant market comparators, using data sources available from within the local government sector and outside, as appropriate.

2.6 Temporary pay supplements

Where employees temporarily undertake either the full range of duties of a higher graded post or a proportion of the duties of that post, a commensurate salary may be paid.

3. Senior Management Information

3.1 Definition of Senior Management

For the purposes of this statement, senior management means 'chief officers' as defined within the Localism Act.

Specifically:

- "2 (a) The head of its paid service designated under section 4(1) of the Local Government and Housing Act 1989;
- (b) its monitoring officer designated under section 5(1) of that Act;
 - (c) a statutory chief officer mentioned in section 2(6) of that Act;
 - (d) a non-statutory chief officer mentioned in section 2(7) of that Act;
 - (e) a deputy chief officer mentioned in section 2(8) of that Act."

3.2 Key Principles

- i) The Chief Officer pay policy is designed to be easily understood and be transparent to the post holders, key stakeholders and the public. The structure and level of the pay arrangements is designed to enable the Council to attract, motivate, and retain key senior talent for the authority.
- ii) The policy is based upon salaries with clear differentials between levels of work/job size, within a range that is affordable now, will remain so for the medium term, and will be subject to review to ensure it continues to remain fit for purpose. It is intended that the authority will market test the rates of pay when vacancies arise, as part of consideration on whether or not roles continue to be required within the context of the Council's priorities and commitments at that time.
- iii) These posts do not attract performance related pay, bonuses or any other additions to basic salary. This approach enables the Council to assess and budget accurately in advance for the total senior pay bill over a number of years.

- iv) In setting the pay policy for senior staff, a market position has been established that aims to attract and retain the best talent available at a senior level within a national recruitment context, to lead and motivate the Council's workforce that is rewarded under a nationally agreed negotiating framework.
- v) The remuneration for roles at this level have been set following independent advice from external consultants, Robertson HR Consulting.
- vi) Other terms and conditions of employment for this group are as defined within the Joint Negotiating Committee for Chief Officers of Local Authorities Conditions of Service handbook, with discretion to set actual pay levels at a local level, but within a national negotiating framework. These national provisions are supplemented by the Council's local employment policies. These posts are part of the nationally defined Local Government final salary pension scheme.

3.3 Individual elements of the remuneration package:

a) Chief Executive

The current salary of the post is £175,699.

b) Deputy Chief Executive and Executive Directors

The current salary of these posts fall within a range of £107,573, rising to a maximum of £128,063. The current posts are: Deputy Chief Executive; Executive Director of Commercial Development; Executive Director of Enterprise Development; and Executive Director of People Services.

c) Corporate Directors

The current salary of these posts fall within a range of £83,599 - £99,274. The current posts are Assistant Chief Executive; Director of Communications and Corporate Affairs; Director of Human Resources and Organisational Development; and Chief Operating Officer (People Services), and Director of Finance.

d) The designated Monitoring Officer, which is the Head of Law and Governance, is paid within a range of £72,343 - £86,666.

e) Heads of Service and other officers reporting directly to one of the statutory or non-statutory chief officers listed in (b), (c) and (d) above. The current salaries of these posts fall within four different ranges: Band 1 (£73,423 - £87,440); Band 2 (£64,592 - £77,379); Band 3 (£57,280 - £66,413) and Band 4 (£54,337 - £58,796).

The designated Returning Officer for the Council, who is the Head of Paid Service, also carries out the role of Acting Returning Officer at UK parliamentary elections and local returning/counting officer at European elections and at other referenda or electoral processes that occur from time to time. These additional roles usually carry an entitlement to payment from central government budgets at levels set by order in relation to each poll. The

payment scales for national elections are set out in a Statutory Instrument laid before Parliament in respect of each individual election and are applied to both national and local elections. The Statutory Instruments are published on www.legislation.gov.uk

4. Lowest Paid Employee Information

4.1 Definition of Lowest paid employees

The lowest paid employees are staff who are employed in jobs which are paid at Grade A level (spinal column point 5) (£13,500 per annum for a full time 37 hour week), this being the lowest salary paid to employees other than apprentices. This salary is only paid to newly appointed Cleaners for the first six months of service. The salaries attributable to apprentices depend on age and are those set out within the National Minimum Wage legislation. Given the specific nature of these appointments, the Council does not include apprentices within the definition of lowest paid employees for the purposes of this policy statement. The council has published plans to become a living wage employer in 2015.

5. The relationship between the highest and lowest paid employees

5.1 Pay Multiples

In setting the relevant pay levels a range of background factors were taken into consideration for senior pay alongside the significant scope and scale of the authority in the national context.

For example, the scope and scale of the Chief Executive's post encompasses responsibilities commensurate with a large city authority, including responsibility for:

- The provision of wide ranging services to 275,700 residents of Sunderland.
- An overall budget of £663.0 million for service delivery.
- Undertaking the role of the Head of Paid Service to 7,729* employees. (* This data is accurate at 1st January 2015, and includes maintained schools).
- Lead Policy Advisor to the Council's 75 Elected Members.

One way of measuring pay relationships is to use a pay multiple.

The ratio between the pay of the Chief Executive in Sunderland City Council and the median earnings figure for the Council's workforce is 1:8.87. (Information correct at 1st January 2015).

5.2 Pension Contributions

During 2015-16 the employer will contribute 15.9% of pensionable pay to the pension fund for all employees in the Local Government Pension Scheme. Employees also pay a contribution of between 5.5% and up to 12.5%.

5.3 Pay Policy Decisions for the Wider Workforce

These are determined by the Council, following consideration of recommendations of the Council's HR Committee which is composed of elected members. This ensures that decisions in relation to workforce pay are taken by those who are directly accountable to local people.

6. The approach towards payment of those officers ceasing to hold office under or be employed by the Authority

Payments to Chief Officers upon termination of their employment are determined by the Council's HR Committee. Decisions are made in line with the Council's policies which apply to all employees.

CABINET

11 MARCH 2015

**REVIEW OF MEMBERS' ALLOWANCES SCHEME BY THE INDEPENDENT
REMUNERATION PANEL**

Report of the Chief Executive and Head of Law and Governance

1. Purpose of the Report

- 1.1 To consider the outcome of the Independent Remuneration Panel's Review of Members' Allowances and make appropriate recommendations to Council.

2. Description of Decision (Recommendations)

- 2.1 Cabinet is requested to consider the outcome of the Independent Remuneration Panel's review, and make appropriate recommendations to Council.

3. Introduction/Background

- 3.1 The Independent Remuneration Panel has met and recommended no change to the Members' Allowance Scheme for the forthcoming year.
- 3.2 The Panel has responsibility for making recommendations on Basic and Special Responsibility Allowances, pensions eligibility, travel and subsistence and co-optees allowances. The functions of the Panel are described in Annex 1 of this report. Local Authorities must have regard to the advice of the Panel when deciding on their Members' Allowances Scheme and the amounts to be paid thereunder.
- 3.3 During the course of the review, the Panel received information regarding how the operation of the revised executive and committee arrangements and the roles and responsibilities thereunder had been embedded in council arrangements, and also considered representations that had been made by members in respect of a number of other aspects of the Scheme. Following careful consideration of these matters, the Panel has recommended that the Members' Allowances Scheme remains unchanged. A copy of the current Scheme is set out at Annex 2.

4. Suggested Reasons for Decision

- 4.1 Following the review of the Members' Allowances Scheme that took place during 2013 – 14, it was considered appropriate that the Allowances Scheme be further reviewed to reflect any changes in role, as the revised executive and committee arrangements that had been introduced by the Council, were further embedded.

5. **Alternative Options**

- 5.1 The recommendations have been arrived at following careful consideration by the Panel. It is not therefore recommended that the Council adopt any alternative arrangements.

6. **Financial Implications**

- 6.1 The proposals result in no additional costs.

7. **Other Implications**

- 7.1 There are no equality, privacy, sustainability or crime and disorder issues associated with these proposals.

8. **Publicity**

- 8.1 The Regulations place duties on Councils in connection with publicising the recommendations made by their Independent Remuneration Panel. Accordingly, arrangements will be made for the Panel's report to be available for inspection.

The regulations provide for independent remuneration panels to have the following functions:

- To make recommendations to the authority as to the amount of basic allowance that should be payable to its elected members.
- To make recommendations to the authority about the responsibilities or duties which should lead to the payment of a special responsibility allowance and as to the amount of such an allowance.
- To make recommendations to the authority about the duties for which a travelling and subsistence allowance can be paid and as to the amount of this allowance.
- To make recommendations as to the amount of co-optees' allowances.
- To make recommendations as to whether the authority's allowances scheme should include an allowance in respect of the expenses of arranging for the care of children and dependants and if it does make such a recommendation, the amount of this allowance and the means by which it is determined.
- To make recommendations on whether any allowance should be backdated to the beginning of a financial year in the event of the scheme being amended.
- To make recommendations as to whether annual adjustments of allowance levels may be referred to an index, and, if so, for how long such a measure should run.
- To make recommendations as to which members of an authority are to be entitled to pensions in accordance with a scheme made under section 7 of the Superannuation Act 1972.
- As to treating basic allowance and special responsibility allowance as amounts in respect of which such pensions are payable.

**Sunderland City Council
Scheme of Members' Allowances**

Basic Allowance 8,369

Special Responsibility Allowances (SRAs) as follows:

Leader	37,667
Deputy Leader	25,111
Cabinet Secretary	25,111
Leader Majority Party in Opposition	12,556
Leader Minority Party in Opposition	6,277
Deputy Leader Majority Party in Opposition	8,369
Deputy Leader Minority Party in Opposition	4,184
Cabinet Member	20,716
Policy Member	12,556
Chairmen of:	
Scrutiny Committee	12,556
Area Committee	10,350
Regulatory Committee	8,369
Licensing Committee	8,369
Planning and Highways Committee	6,277
Development Control Sub Committees	6,277
Vice Chair Scrutiny Committee	6,277
Vice Chair Area Committee	6,277
Scrutiny Lead Member	5,179
Adoptions and Permanency Panel (to be paid to up to 2 members)	4,184
Fostering Panel	4,184
Mayor	17,205
Deputy Mayor	5,735

Co-opted Members:

Port Board	15,000
Audit and Governance Committee: Chair	6,277
Independent Member	3,139

- **The remaining provisions of the scheme will continue to apply as summarised below.**

All co-optees should continue to be eligible to recover travelling and subsistence costs under the scheme

Carers' Allowances should remain at up to £7.22 per hour

Where the positions of the Chair of the Licensing Committee and the

Regulatory Committee are held by the same member only one allowance should be payable but increased by a factor of 50%.

All Members of the Council should be entitled to pensions in accordance with a Scheme made under Section 7 of the Superannuation Act 1972 and Basic Allowance and Special Responsibility Allowances should be treated as amounts for which pensions are payable.

Travel, Accommodation and Subsistence Allowances

Travel

Car Allowance	45p per mile for first 10,000 miles and 25p thereafter
Bicycle Allowance	20p per mile Motor
Cycle Allowance	24p per mile

The above rates match Her Majesty's Revenues and Customs authorised mileage rates and will be updated when HMRC publishes revised allowances.

Overnight Accommodation

The allowance will not be claimable as an allowance as such, rather reasonable costs of an overnight stay (including breakfast) will be met for business class accommodation (3 star or 4 star) within and outside of London. Unless there are exceptional circumstances the Council will book the accommodation direct selecting the most economic option available and utilising the established procurement arrangements in place. Where exceptional circumstances exist, these will be approved in advance by the Director of Finance and reasonable costs will be reimbursed subject to submission of receipts.

CITY OF SUNDERLAND MEMBER'S ALLOWANCE SCHEME

REPORT OF THE INDEPENDENT REMUNERATION PANEL: REVIEW OF MEMBER ALLOWANCES 2015 – 2016.

1.0 Introduction

1.1 The Member's Remuneration Panel has been operating since 1999 as the Independent Remuneration Panel for the Council under Government Regulations. In 2003, new Regulations, the Local Authorities (Members Allowances) (England) Regulations became operative and added significantly to the functions of the Panel. A full statement of the formal terms of reference is attached at Annex 1.

1.2 Regulations are supported by detailed guidance which provides a description of both statutory guidance and non-statutory guidance. The Panel has had due regard to this guidance in formulating its proposals.

2.0 Background

2.1 In September 2012 the Remuneration Panel proposed changes to the Council's Member Allowance Scheme designed to align the Allowance Scheme with the strategic requirements of the Council as it approached the next major phase of its transformation.

2.2 The Panel proposals related to

- Strengthening strategic leadership capacity
- Streamlining Scrutiny
- Strengthening area governance
- Refreshing other relevant main Committee arrangements including
 - a. Licensing and Regulatory Committee
 - b. Adoptions and Permanency Panel Members
 - c. Personnel Committee

2.3 The Panel noted that, in view of the scale and extent of proposed changes, it was likely there would be a degree of learning and development for all concerned. The Panel also noted progress at its meeting in 2013 and requested that, in view of their importance to the Council's plans and their innovative nature, progress in implementing and embedding the roles of Policy Member and Area Vice- Chairs for Place and People Boards should continue to be monitored in 2014.

3.0 The Monitoring Process

3.1 The Panel considered information provided by Officers and Members which included;

- i. a summary introduction and update presentation from the Deputy Leader of the Council and Head of Community Leadership Programmes.

ii. verbal representations received from all Policy Members (now entitled Project Lead Members) – Cllr Dave Allan, Cllr Paul Stewart, Cllr Peter Walker, Cllr Susan Watson, Cllr Amy Wilson.

iii. verbal representations received from Area Committee Chairmen (Cllr Peter Gibson, Cllr Dennis Wilson), Vice-Chairs for People (Cllr Alan Emerson, Cllr Linda Williams) and a Vice Chair for Place (Cllr Lynda Scanlan)

iv. verbal representations received from the Leader of the Majority Group in Opposition Cllr Lee Martin

v. supporting documentation on detailed mandates for Project Lead Members and a summary of their current projects and ongoing responsibilities.

3.2 Project Lead Members: The Panel received a presentation that set out the wider context for the creation of the roles of Policy Member and Area Boards following the fundamental review of the Council's Executive and Committee arrangements in 2012. The presentation confirmed the Council's continued support for these new arrangements and drew attention to important changes that had been made during 2014 to the role of Policy Member, principally that

- The title of the post had been changed to 'Project Lead Member' to reflect the intention that these posts deliver clear, practical added value in their day to day operation
- The posts now reported directly to the Leadership Portfolios (the Leader, Deputy Leader and Cabinet Secretary) rather than being attached to specific Portfolios
- Posts are focused upon specific matters of importance or urgency which are identified by the Leadership and are then confirmed by way of a brief 'project mandate.' This is drawn up by the individual Project Lead Member, Head of Community Leadership Programmes and then agreed by the Leadership
- The role combines a richer mixture of ongoing responsibilities and time-limited projects with measurable outcomes than before (a summary of these was circulated after the meeting and is attached as an annex to this report)
- There is far clearer accountability under new arrangements and far stronger coordination, with monthly update meetings between the Head of Community Leadership Programmes and all Project Lead Members and quarterly reporting to the Leadership

The Panel confirmed its understanding of the progress considered to have been made in establishing the role of Project Lead Member and demonstrating its value in

- bringing additional capacity to support the workings of Cabinet at a time when the Council has to make a higher volume of more sensitive and complex decisions than ever before
- providing the Leadership with additional capacity and flexibility to place a sharper, more sustained focus on specific, emerging matters of importance, especially those which cross portfolios

- increasing direct Member input into the shaping of important aspects of the Council's transformation programme
- promoting important, time-limited projects which are all designed to deliver measurable benefits whether these are about increasing income, reducing costs or achieving better outcomes for local people by working differently

The Panel noted the stronger accountability achieved by new management and coordination arrangements and that the Project Lead Members themselves were very much open to feedback and ways of strengthening their approach and contribution. The Panel also noted that Project Lead Members were very aware of the need to increase the flow of information, to other Members in particular, on their role, activities and achievements. Means of achieving this were to be discussed with the Head of Community Leadership Programmes in the near future.

3.3 Area Vice-Chairs for Place and People: The Panel met with a small representative group of Chairs of the Area Committees, People and Place Boards to discuss their roles and responsibilities brought about through the strengthening of the Council's devolved decision making structures which are now in their third year of operation.

The discussion re-affirmed the Council's continued support 'for strengthening the position of Councillor's at the heart of decision-making' which was pivotal to the Community Leadership Council's transformational journey. Based on the evidence presented, the achievements of the Area Committees were measurable in terms of building social capital within communities assisted by dedicated local area budgets. The arrangements were also reported to have been recognised by the Department for Communities and Local Government (DCLG) Select Committee on the Role of Councillors in their Communities as well as being seen as an exemplar of good practice by visiting local authorities.

Furthermore, the Panel heard that the Area Committees will continue to develop their use of Place and People Boards, set up in each of the five Areas to deliver on priorities set by the Area Committee, as the Boards had continued to evolve as practical action-orientated groups. Each Board was chaired by one of the Area Committee's two Vice Chairs and had Elected Member representation from each of the Wards in the Area.

Area Committees continued to have a membership which included all Elected Members from all Wards in the Area working alongside service delivery partners and members from the Area Voluntary and Community Sector Network. Such arrangements continued to have a high profile in strengthening the role and profile of Elected Members as community leaders.

3.4 Deputy Mayor

The Panel had previously recommended an increase in the SRA for Deputy Mayor from £3,827 to £5,735 in the light of the time commitment and responsibility attached to the role. The Panel was updated with information on the number of visits and events supported by the Deputy Mayor at the Mayor's request. These included activities detailed on the Mayoral engagements weekly sheets, information regarding the Deputy Mayor's involvement in shadowing the current Mayor at significant annually recurring events in preparation for the forthcoming civic year and in strengthening the Council's relationship with key groups within the City.

3.5 Adoption and Permanency Panel and Fostering Panel

The Panel was also updated on Special Responsibility allowances for the Adoptions and Permanency Panel and Fostering Panel and changes introduced over the past two years. In both cases the workload experienced by both Panels had increased significantly. The number of Adoption Panels held in the first eight months of 2014/15 was already 74% of the total of the whole of 2013/14 and there had already been 16 Fostering Panels held in 2014/15, compared to the 9 held in the whole of 2013/14. Performance, in terms of positive outcomes from these Panels, was also significantly better with all 2013/14 performance levels for connected person carers, permanent foster carers, permanent foster carer matches and matches for adoption either already exceeded or projected to exceed the previous year's levels.

3.6 The Panel records its gratitude for the assistance provided by Members and Officers.

4.0 Other Member Representations

4.1 The Panel considered written representations received from individual Members making the following points:

- Food subsistence claims should only be payable when members are on approved Council business outside of the city (and/or after an appropriate number of hours away).
- The time involved in being a Project Lead Member should be evaluated and the allowance set in line with that evaluation.
- The Council should take account the very substantial time commitment required to fulfil the role of community leader in relation to a Member's community, Council, Ward and Committee duties.
- The basic allowance needs to compensate Councillors for the time they will spend away from their families, the likely loss of overtime pay and possibly work to attract younger working people.
- Cabinet members should be properly compensated for their role, responsibilities and the time commitment required.
- Members are not aware what activity those with responsibility allowances other than Chairpersons actually do as there have not been any reports produced to demonstrate the detail of their roles.
- The Council should consider removing some or reducing the amount paid for special responsibility allowances for all but Executive roles and add the savings to the Councillor's basic allowance. This exercise should be cost-neutral.

5.0 Overall Summary and Proposals

5.1 The Panel was advised that the Council remained committed to all key elements of its Executive and Committee arrangements and was very much encouraged by the contribution made and being made by Project Lead Members and Area Vice-Chairs for Place and People.

5.2 The Panel received the Council's assurance that it remained open to further refinement and improvement of Executive and Committee arrangements and that it continued to gather feedback on the operation of the arrangements through

- Confidential and structured '1-2-1' discussions with individual Members across all parties
- The annual Member Satisfaction Survey

- Member discussion groups
- Regular feedback from Portfolio Holders
- Direct feedback from the various elements of the Executive and Committee structure

5.3 The Panel reviewed the feedback received and noted that the role of Policy Lead Member had developed over the course of the year. The Panel noted that the role had been re-defined and re-titled to Project Lead Member with effect from April 2014. Project Lead Members had specific responsibility for taking forward cross-cutting corporate project work. The Panel noted that these were significant pieces of work. Taking note of other representations made to the Panel which demonstrated a low level of awareness of the purpose and value of these new roles among the wider Membership, the Panel concluded that more could and should be done to ensure that the purpose and significance of the work undertaken in these roles was understood by all Members. The Panel also considered developments in the roles of the Area Vice- Chairmen as Chairs of People and Place Boards. In each case the Panel was satisfied that, while the roles continued to develop and embed, the scale, scope and responsibilities of the new roles were properly reflected in the level of allowances the Panel had proposed at the time of the previous review, and which the Council had agreed to adopt. The Panel noted that the role of Area Board Chair continued to evolve, with a significant workload attached to it, and that Panel Members would wish to consider the further development of this role when next considering the level of allowances.

5.4 The Panel considered the representations made by Members. With regard to the matters raised on the overall operation of the Council's arrangements, the Panel noted that the allocation of roles was a matter for the Council, and that the job of the Panel was to evaluate those roles and determine the need or otherwise for an allowance. The Panel considered the representations made by Members on a range of travel, subsistence and benefits-related matters as described in section 4 (above). Specifically the Panel noted reference within the representations it had received to the time commitment required for carrying out the role alongside other commitments including employment and home responsibilities.

5.5 The Panel had previously considered Guidance following representations regarding the number of Special Responsibility Allowances. It was mindful that the Guidance, while reflecting that the legislation did not limit the number of Special Responsibility Allowance, stated that if the majority of members of a council receive a Special Responsibility Allowances, then the local electorate may rightly question whether this was justified. In considering this aspect of the Guidance as part of previous review the Panel had noted that census information available at the time indicated that Councils across the country averaged 58% of Councillors holding SRAs, and that north eastern metropolitan authorities averaged 67%.

5.6 The Panel was advised of emerging proposals from HMRC for changes in taxation arrangements, and also noted that the Council was to consider arrangements for Member support in relation to travel and subsistence as a consequence of the changing requirements related to community leadership activity. The Panel concluded that there would be merit in reviewing the level of allowances in relation to these aspects in the light of both HMRC changes and changing requirements when next it met.

6.0 Recommendations

6.1 Having reviewed experience of the second full year of operation of specific aspects of the Council's new Executive and Committee arrangements - and having received and considered Member representations on a variety of matters - the Remuneration Panel recommends that

- i. this report, including the Council's commitment to further improvement action to reinforce the overall successful implementation of Executive and Committee arrangements and ensure steps are taken to increase understanding of the roles and achievements, be noted.
- ii. no change be made to the current level of allowances paid to Members of the Council of the City of Sunderland.

John Anderson CBE – Chair

Karen Straughair

John Cuthbert

December 2014

Notice of Motion

NOTICE OF MOTION

Council Members are asked to consider the under mentioned Motion:-

- (i) Northern and Transpennine Express rail franchises

This Council calls upon the Government to ensure that the quality of services is maintained in the re-letting of the Northern and Transpennine Express rail franchises.

Councillor D. Dixon
Councillor M. Mordey
Councillor P. Watson
Councillor H. Trueman
Councillor M. Speding

