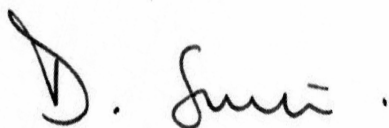


CIVIC CENTRE,
SUNDERLAND
25th November, 2011

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, 7TH DECEMBER, 2011** at **6.00 p.m.**, at which it is proposed to consider and transact the following business, viz:-

1. To read the Notice convening the meeting.
2. To approve the minutes of the Ordinary Meeting of the Council held on 5th October 2011 together with the minutes of the Extraordinary Meeting of the Council held on 14th October 2011 (copies herewith),
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.
8. Report of the Standards Committee
9. Written Questions (if any) under Rule 8.2.
10. To receive a report on action taken on petitions.
11. To consider the attached motion.



CHIEF EXECUTIVE

Sunderland City Council

At a meeting of SUNDERLAND CITY COUNCIL held in the CIVIC CENTRE on WEDNESDAY, 5th OCTOBER, 2011 at 6.00 p.m.

Present: The Mayor (Councillor N. Wright) in the Chair

Councillors	Allan	Francis	G. Miller	Thompson
	Anderson	Gallagher	Mordey	D. Trueman
	Ball	E. Gibson	Morrissey	H. Trueman
	Bell	P. Gibson	Oliver	Tye
	Blackburn	Gofton	Padgett	Wake
	Copeland	Hall	Porthouse	Walker
	Curran	Heron	D. Richardson	Waller
	Dixon	Howe	Rolph	Walton
	Ellis	Kelly	Scanlan	P. Watson
	Emerson	Lauchlan	Shattock	S. Watson
	Errington	MacKnight	Smiles	Williams
	Essl	Maddison	D. Smith	Wilson
	Fletcher	L. Martin	Snowdon	Wood
	Forbes	T. Martin	Speding	A. Wright
	S. Foster	F. Miller	Tate	T.H. Wright

The Notice convening the meeting was read.

Minutes

RESOLVED that the minutes of the Ordinary Meeting of the Council held on 20 July, 2011 together with the minutes of the Extraordinary Meetings of the Council held on 7th and 14th September, 2011 (copies circulated) be confirmed and signed as correct records.

Declarations of Interest

The following Councillors declared a personal interest in the under-mentioned item of business for the reason indicated:-

Item 8 – Written Questions (if any) under Rule 8.2	Councillors MacKnight and Scanlan	In relation to question 10 referring to the Pullman Lodge site.
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The following Councillor declared a personal and prejudicial interest in the under-mentioned item of business for the reason indicated and left the meeting during its consideration:-

Item 11 – Appointments to Committees and Outside Bodies	Councillor Errington	A family member is a member of staff at the South Tyneside NHS Foundation Trust
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Mayor's Announcements

(i) Former Councillor Ron Hunter

The Mayor paid tribute to a former Councillor and Deputy Mayor of Sunderland, Mr Ron Hunter, who had recently passed away. Members and Officers stood for a minute's silence as a mark of respect for their former colleague.

Reception of Petitions

RESOLVED that the under-mentioned petitions, submitted by the Councillors named, be received and referred for consideration in accordance with the Council's Petitions Scheme, to the Chief Officer indicated below:-

- (i) Councillor Mordey – Two petitions from residents and allotment holders at Corporation Road objecting to the proposed installation of a waste site – Deputy Chief Executive
- (ii) Councillor Heron – Petition for road safety measures at Philadelphia Lane - Executive Director of City Services; and
- (iii) Councillor Dixon – Petition to replace the closed Crowtree Leisure Centre Sauna – Executive Director of City Services.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Bonallie, Charlton, Fairs, T. Foster, Kay, McClennan, I. Richardson, Scaplehorn, Scott, P. Smith, Stewart, Wakefield and Wiper.

The Cabinet reported and recommended as follows:-

1. Disposal Procedure for Surplus Land and Property and Amendment of Delegation Scheme and Financial Procedure Rules for acquisition and disposal of assets

That they had given consideration to a report of the Deputy Chief Executive recommending improvements to the Council's Disposal Procedure for Surplus Land and Property, and a revision to the Delegation Scheme and Financial Procedure Rules which would further improve the process for the acquisition and disposal of assets.

The Cabinet had approved the amendments to the Procedure for the Disposal of Surplus Land and Property as set out in the report and had accordingly recommended the Council to:-

- (i) amend paragraph 2.37 of the Delegation Scheme set out in Part 3 of the constitution in respect of the Deputy Chief Executive to provide as follows:-

“2.37 To authorise, in consultation with the Executive Director of Commercial and Corporate Services:-

- a) the acquisition and disposal of freehold and leasehold interests in land where the consideration is less than £250,000; and
- b) the acquisition and disposal of leasehold interests in land where the annual rental is less than £250,000.”

provided that in each case, save for:-

- (i) leases granted for a term of seven years or less; or
- (ii) where a disposal of a surplus property is proposed at less than best consideration to a Voluntary and Community Sector organisation in accordance with the Surplus Building Policy (Community Benefit) approved by Cabinet at it's meeting on 6th April 2011 and the consideration or annual rental is less than £250,000.00 before any concession; or
- (iii) where the disposal is within the scope of the Deputy Chief Executive's delegated authority to agree rent concessions;

in the reasonable opinion of the Deputy Chief Executive, the transaction represents the best consideration reasonably obtainable.”

- (ii) amend paragraph 2.58 of the Delegation Scheme set out in Part 3 of the constitution in respect of the Deputy Chief Executive to provide as follows:-

“2.58 To agree abnormal development costs for all sites”

- (iii) amend paragraph 20.4 of the Financial Procedure Rules to provide as follows

“Cabinet approval is required for the purchase and disposal of freehold and leasehold interests in land where the consideration is £250,000 or more or, in any case, save for:-

- (i) leases granted for a term of seven years or less; or
- (ii) where a disposal of a surplus property is proposed at less than best consideration to a Voluntary and Community Sector organisation in accordance with the Surplus Building Policy (Community Benefit) approved by Cabinet at its meeting on 6th April 2011 and the consideration or annual rental is less than £250,000.00 before any concession; or
- (iii) where the disposal is within the scope of the Deputy Chief Executive’s delegated authority to agree rent concessions;

where the disposal of a freehold or leasehold interest is at less than best consideration.”

- (iv) amend paragraph 20.5 of the Financial Procedure Rules to provide as follows

“Cabinet approval is required for the purchase and disposal of leasehold interests in land where the annual rental is £250,000 or more or, in any case, save for:-

- (i) leases granted for a term of seven years or less; or
- (ii) where a disposal of a surplus property is proposed at less than best consideration to a Voluntary and Community Sector organisation in accordance with the Surplus Building Policy (Community Benefit) approved by Cabinet at its meeting on 6th April 2011 and the consideration or annual rental is less than £250,000.00 before any concession; or
- (iii) where the disposal is within the scope of the Deputy Chief Executive’s delegated authority to agree rent concessions;

where the disposal of a leasehold interest is at less than best consideration”

- (v) authorise the Head of Law and Governance to make such other amendments to the constitution as are required to give effect to and ensure consistency with the decisions of Council as set out in paragraphs (i) (i) to (v) above.

2. Youth Justice Plan 2011-2012

That they had given consideration to a report of the Executive Director of Children's Services seeking approval to the publication and distribution of the Youth Justice Plan 2011/2012. The report outlined the background, purpose and intentions of the Plan and provided the Plan intended for publication.

They had also referred the report to the Children, Young People and Learning Scrutiny Committee for further advice and consideration. The Scrutiny Committee in considering the report, had congratulated the service on yet another excellent report, and endorsed the Youth Justice Plan prior to its submission to the Youth Justice Board.

Accordingly the Cabinet recommended the Council to consider the contents of the report and approve the Youth Justice Plan 2011-2012 and agree to its publication and distribution.

3. Establishment of a Local Authority Owned Company

That they had agreed to the establishment and development of a local authority owned company, with a Board of Directors to consist of three elected members, to take over the care and support provided in a number of care establishments for adults with learning disabilities, autism and complex needs in Sunderland.

Accordingly the Cabinet had recommended the Council to appoint three members to the Board of Directors of the new company.

In moving the report of the Cabinet the Leader referred to item 1 of the report, "Disposal Procedure for Surplus Land and Property and Amendment of Delegation Scheme and Financial Procedure Rules for acquisition and disposal of assets" and drew attention to the proposal that the Deputy Chief Executive, in undertaking her delegated powers, should consult with the Leader and the Cabinet Secretary. In relation to this he moved that this be expressly reflected in the Delegation Scheme at paragraph 2.37 of Part 3 of the constitution so that it be stated that consultation will be undertaken with the Leader, the Cabinet Secretary and the Executive Director of Commercial and Corporate Services.

In relation to item 3 of the report, "Establishment of a Local Authority Owned Company" he moved that Councillors Fletcher, Hall and Wilson be nominated as the three members of the Board of Directors of the local authority owned company.

The report of the Cabinet having then been put to the meeting, it was:-

RESOLVED that paragraph 2.37 of Part 3 of the Constitution be amended to reflect that consultation will be undertaken with the Leader, the Cabinet Secretary and the Executive Director of Commercial and Corporate Services, that Councillors Fletcher, Hall and Wilson be appointed to the Board of Directors of the new company and that, otherwise, the report of the Cabinet be approved and adopted and the views of the Scrutiny Committee be noted.

Written Questions under Rule 8.2

Pursuant to Rule 8.2 of the Council Rules of Procedure, Members of the Council asked questions of the Leader and Members of the Executive.

Councillor Oliver, seconded by Councillor Wood, moved an extension to the time for responding to Written Questions which was agreed.

Action Taken on Petitions

The Council received the under-mentioned report on action taken in relation to a petition which had been presented to Council.

(i) 749 name Petition requesting the provision of full-time Traffic Signals on the A19 and A690 Roundabout. Presented by former Councillor Michael Dixon on 26th January, 2011

The petition had been considered by the Executive Director of City Services, who had determined that the petitioners' request for the provision of full time signals should be declined.

The Executive Director had, however, agreed to increase the hours of operation of the part time traffic signals at the junction of the A19/A690 to run from 06:30 hours to 20:00 hours on all days and following a parallel accident investigation that the hours of operation of the traffic signals at the A19/A183 junction also run from 06:30 hours to 20:00 hours, on all days.

The Ward Councillors and the lead petitioner had been notified.

Notices of Motion

(i) Notice of Motion – Enterprise Zone

Councillor Oliver, seconded by Councillor Wood, moved the following motion in relation to the award of an Enterprise Zone:-

“This Council welcomes the decision to award Sunderland an Enterprise Zone and pledges to use all available means to secure the economic regeneration of the City.”

Councillor P. Watson, seconded by Councillor H. Trueman, moved the following amendment:-

After the word “award” add the word “the”.

Delete the word “Sunderland” and add the words “North East Local Enterprise Partnership”.

After the words “pledges to” add the word “continue to”.

After the words “to use” add the words “our successful strategy of utilising”.

Upon being put to the vote the amendment was carried with, 48 Members voting in favour thereof, viz:-

The Mayor (Councillor N. Wright) in the Chair

Councillors	Allan	S. Foster	G. Miller	Tate
	Anderson	Gallagher	Mordey	Thompson
	Ball	E. Gibson	Padgett	D. Trueman
	Bell	P. Gibson	Porthouse	H. Trueman
	Blackburn	Gofton	D. Richardson	Walker
	Copeland	Hall	Rolph	Waller
	Curran	Heron	Scanlan	P. Watson
	Ellis	Kelly	Shattock	S. Watson
	Emerson	Lauchlan	Smiles	Williams
	Errington	MackKnight	D. Smith	Wilson
	Essl	T. Martin	Snowdon	T.H. Wright
	Fletcher	F. Miller	Speding	

and 10 Members voting against, viz:-

Councillors	Dixon	Maddison	Oliver	Wood
	Francis	L. Martin	Walton	A. Wright
	Howe	Morrissey		

Upon being put to the vote the new substantive motion was carried with 45 Members voting in favour, viz:-

The Mayor (Councillor N. Wright) in the Chair

Councillors	Allan	S. Foster	F. Miller	Tate
	Anderson	Gallagher	G. Miller	Thompson
	Ball	E. Gibson	Mordey	D. Trueman
	Bell	P. Gibson	Padgett	H. Trueman
	Blackburn	Gofton	Rolph	Walker
	Copeland	Hall	Scanlan	Waller
	Ellis	Heron	Shattock	P. Watson
	Emerson	Kelly	Smiles	S. Watson
	Errington	Lauchlan	D. Smith	Williams
	Essl	MackKnight	Snowdon	Wilson
	Fletcher	T. Martin	Speding	T.H. Wright

4 members voting against, viz:-

Councillors	Curran	Dixon	Porthouse	D. Richardson
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And 8 Members abstaining from the vote, viz:-

Councillors	Francis Howe	Maddison Morrissey	Oliver Walton	Wood A. Wright
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Accordingly, it was:-

RESOLVED that this Council welcomes the decision to award the North East Local Enterprise Partnership and Enterprise Zone and pledges to continue to use our successful strategy of utilising all available means to secure the economic regeneration of the City.

Quarterly Report on Special Urgency Decisions

The Leader of the Council submitted a quarterly report (copy circulated) on executive decisions which had been taken under Rule 16 of the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000.

(For copy report – see original minutes).

RESOLVED that the report be noted.

Appointments to Committees and Outside Bodies – Early Implementer Health and Wellbeing Board, Wear Estuary Forum, Health and Wellbeing Scrutiny Committee, South Tyneside NHS Foundation Trust and Local Government Association Urban Commission

The Executive Director of Commercial and Corporate Services submitted a report (copy circulated) requesting Council to consider appointments in respect of the above Bodies.

(For copy report – see original minutes).

The Leader of the Council having moved that the recommendations contained in the report be approved, it was:-

RESOLVED that approval be given to:-

- (i) the appointment of Councillor Wiper in place of Councillor Oliver to the Early Implementer Health and Wellbeing Board and that the Membership of the Board be amended to include a second GP Consortium Member to be Co-opted by the Board;
- (ii) the appointment of the Portfolio Holder for Safer City and Culture as the Council's representative on the Wear Estuary Forum;

- (iii) the approval of the Co-option to the Health and Wellbeing Scrutiny Committee for the municipal year 2011/2012 of the four nominees as set out in paragraph 4.2 of the report;
- (iv) the nomination of the Portfolio Holder for Health and Wellbeing to the Council of Governors of the South Tyneside NHS Foundation Trust;
and
- (v) the appointment of the Leader and Deputy Leader as the Council's new representatives on the Local Government Association Urban Commission.

The Mayor then closed the meeting having thanked everyone for their attendance and contributions to the meeting.

(Signed) N. WRIGHT,
Mayor.

Sunderland City Council

At an EXTRAORDINARY MEETING of SUNDERLAND CITY COUNCIL held in the CIVIC CENTRE, SUNDERLAND on FRIDAY 14 OCTOBER 2011 at 2.30pm

Present: The Mayor (Councillor N Wright) in the Chair

Councillors	Allan	Hall	Scott	Walton
	Ball	Kelly	Shattock	P. Watson
	Bell	MacKnight	P. Smith	S. Watson
	Blackburn	L. Martin	Snowdon	Wilson
	Bonallie	Mordey	Speding	Wiper
	Copeland	Morrissey	Thompson	Wood
	Curran	Oliver	D. Trueman	A. Wright
	Fletcher	Padgett	H. Trueman	T. Wright
	Forbes	Porthouse	Vardy	
	Francis	D. Richardson	Wakefield	
	Gofton	Rolph	Walker	

The Notice convening the meeting was read.

The Mayor's Chaplain, Caroline Worsfold, offered prayers on behalf of those present.

Declarations of Interest

There were no declarations of interest.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Anderson, Charlton, Dixon, Ellis, Errington, Emerson, Essl, Fairs, S. Foster, T. Foster, Gallagher, E. Gibson, P. Gibson, Heron, Kay, Lauchlan, Maddison, McClennan, F. Miller, I. Richardson, Scaplehorn, Smiles, D. Smith, Stewart, Tate, Tye, Waller and Williams.

Freedom of the City – Mr John Mawston, Sir Bob Murray CBE and Sir Peter Vardy DL

The Chief Executive submitted a report (copy circulated) inviting the Council to formally confer the Honorary Freedom of the City upon Mr John Mawston, Sir Bob Murray CBE and Sir Peter Vardy DL.

The Mayor extended a warm welcome to all present at the meeting.

It was then moved by Councillor Hall, and duly seconded by Councillor Speding, that the Council formally confer the Honorary Freedom of the City upon Mr John Mawston. Councillors Rolph and T. Wright also spoke to the motion. On being put to the meeting the motion was unanimously agreed and it was:-

RESOLVED that in pursuance of the provisions of Section 249(5) of the Local Government Act 1972 the Council do confer the Honorary Freedom of the City on John Mawston as a token of honour and esteem in which he is held by the citizens of Sunderland and in recognition of his outstanding contributions to culture and leisure in his local community and within the City.

Mr Mawston then signed the Roll of Honorary Freemen of the City.

The Mayor then presented Mr Mawston with an illuminated copy of the Council's Resolution.

Mr Mawston responded appropriately.

It was then moved by Councillor P Watson, and duly seconded by Councillor H Trueman, that the Council formally confer the Honorary Freedom of the City upon Sir Bob Murray CBE. On being put to the meeting the motion was unanimously agreed and it was:-

RESOLVED that in pursuance of the provisions of Section 249(5) of the Local Government Act 1972 the Council do confer the Honorary Freedom of the City on Sir Bob Murray CBE as a token of the honour and esteem in which he is held by the Citizens of Sunderland and in recognition of his outstanding contributions to football, education and charitable causes within the City.

Sir Bob then signed the Roll of Honorary Freemen of the City.

The Mayor then presented Sir Bob with an illuminated copy of the Council's Resolution.

Sir Bob responded appropriately.

It was then moved by Councillor Oliver, and duly seconded by Councillor Wood, that the Council formally confer the Honorary Freedom of the City upon Sir Peter Vardy DL. On being put to the meeting the motion was unanimously agreed and it was:-

RESOLVED that in pursuance of the provisions of Section 249(5) of the Local Government Act 1972 the Council do confer the Honorary Freedom of the City on Sir Peter Vardy DL as a token of the honour and esteem in which he is held by the Citizens of Sunderland and in recognition of his contributions to business and education.

Sir Peter then signed the Roll of Honorary Freemen of the City.

The Mayor then presented Sir Peter with an illuminated copy of the Council's Resolution.

Sir Peter responded appropriately.

The Mayor then thanked everyone for their attendance and closed the meeting.

(Signed) N. WRIGHT,
Mayor.

THE CABINET reports as follows:-

1. Budget Planning Framework 2012/2013 and Medium Term Financial Strategy 2011/2012 – 2014/2015

That they have given consideration to a joint report of the Chief Executive and the Executive Director of Commercial and Corporate Services (copy attached) outlining the key factors influencing the development of the Council's financial plans into the medium term and setting out the headlines and context for the Medium Term Financial Strategy for 2011/2012 to 2014/2015.

They also referred the report to the Management Scrutiny Committee for its comments in the context of the approved consultation arrangements for the Council's budget. The Scrutiny Committee accepted the report and the consultation arrangements for the Council's budget.

Accordingly, the Cabinet recommends the Council to approve the proposed budget planning framework which will guide the preparation of the Revenue Budget for 2012/2013.

2. Revenue Budget Second Review 2011/2012

That they have given consideration to a report of the Executive Director of Commercial and Corporate Services on the overall Revenue position following the second review for 2011/2012 including proposed contingency transfers.

In accordance with the Council's Budget and Policy Framework certain transfers require Council approval. The following extract refers to those transfer of funds:

'savings on capital financing charges as a result of slippage on the capital programme and income from interest on investments are anticipated to result in savings of approximately £4.0m at year end. It is proposed that these amounts and any further underspendings arising from underspent contingencies at the end of 2011/2012 are earmarked to support transitional costs arising from the 2012/2013 budget setting process'.

They also referred the above extract of the budget transfers to the Management Scrutiny Committee, for advice and consideration. The Scrutiny Committee supported the issues of transfers.

Accordingly the Cabinet recommends the Council to approve the budget transfers for the second quarter of 2011/2012 as set in the above extract.

3. Capital Programme Second Review 2011/2012 (including Treasury Management)

That they have given consideration to a report of the Executive Director of Commercial and Corporate Services which detailed changes made to the Capital Programme 2011/2012 since the First Capital Review and provided an update on progress in implementing the Treasury Management Borrowing and Investment Strategy for 2011/2012.

They also referred the report to the Management Scrutiny Committee for advice and consideration in the context of inclusion of an additional scheme for 2011/2012 costing over £250,000 which is set out in the attached extract. The Scrutiny Committee accepted the proposed additional scheme as set out in the extract and recognised the opportunities that the purchase of a mobile crane would create for the Port of Sunderland.

Accordingly, the Cabinet recommends the Council to approve the inclusion of the additional schemes for 2011/2012 and associated resourcing of the Capital Programme since the First Review of the Capital Programme was approved by Council in June 2011.

4. Children and Young People's Plan Annual Report 2010-2011

That they have given consideration to a report of the Executive Director of Children's Services (copy attached) on the Children and Young People's Plan (CYPP) Annual Report (2010-2011) which informs of the progress and performance against the outcomes set out in the Children and Young People's Delivery Plan 2010-2013.

They also referred the report to the Children, Young People and Learning Scrutiny Committee for advice and consideration. The Scrutiny Committee highlighted the importance of Looked After Children being tracked through the Corporate Parent role of the Council to ensure the best educational outcomes for this group. The Committee was extremely concerned about the continued poor performance against NI 101 - Looked after Children achieving 5 A* - C GCSEs (or equivalent) at KS4 (with English and Maths) with this concern also being reflected by the Management Scrutiny Committee. Members suggested that GCSE results could be backtracked to understand what has happened as well as providing national averages to act as a comparator. While the CYPP action plan notes Looked after Children GCSE results as an area requiring improvement, the 'what we have achieved' and 'what we still need to do' sections provided little detail. The Committee felt that this significant flaw in the action plan needed amending to note the lack of success in respect of educational support to Looked after Children and to identify this as a crucial area of action to ensure robustness for the plan in this aspect.

Accordingly the Cabinet recommends the Council to approve the CYPP Annual Report (2010-2011).

N.B. Members are requested to bring their copy of the Children and Young People's Plan 2010-25 : Delivery Plan 2010-13 and Annual Report April 2010-March 2011 Document which has been circulated separately.

5. Review of Polling Districts, Polling Places and Polling Stations

That they have given consideration to a report of the Chief Executive (copy attached) on the results of the review of polling districts, polling places and polling stations carried out as required by the Electoral Administration Act 2006.

The Cabinet recommends to Council that the proposed changes to Polling Districts and Polling Places, as set out in Appendix 4 attached, are approved.

**CAPITAL PROGRAMME SECOND REVIEW 2011/2012 – EXTRACT
OF REPORT**

	£000
Additional Schemes 2011/2012 Capital Programme	
Cabinet Secretary	
Port Crane – Cabinet on 20 th July 2011, recommended funding of £0.500 million through prudential borrowing to support the purchase of a mobile crane on an invest to save basis. The purchase will provide additional capacity at the Port of Sunderland to enable commercial opportunities to be maximised and to more efficiently meet existing trading obligations.	500

Cabinet 5th October 2011

**Budget Planning Framework 2012/2013 and Medium Term Financial Strategy
2011/2012 – 2014/2015**

**Report of the Chief Executive and Executive Director of Commercial and Corporate
Services**

1. Purpose of Report

This report identifies the key factors influencing the development of the Council's financial plans into the medium term and sets out the budget planning framework for the Council for 2012/2013. The report sets out the headlines and context for the Medium Term Financial Strategy for 2011/2012 to 2014/2015.

The strategy is now in draft form and will be presented to Cabinet in November.

2. Description of Decision

Cabinet is recommended:

- to agree the proposed Budget Planning Framework summarised at paragraph 12 which will guide the preparation of the Revenue Budget for 2012/2013;
- to note that the full Medium Term Financial Strategy 2011/2012 to 2014/2015 will be presented to Cabinet in November.

3. National Economic Context

3.1 Impact of the Deficit Reduction Plan

There continues to be uncertainty as to the impact that the Government's policy to eliminate public sector debt over the next few years will have, and how this will impact on the economic recovery, especially in areas with greater reliance on public sector jobs and higher grant cuts such as the North East.

The International Monetary Fund have revised down UK growth for 2011/12 from 1.7% to 1.1% and for 2012/13 from 2.3% to 1.6%. As a result they estimate the structural debt will be £12bn higher than government estimates - now £94bn.

The fiscal outlook therefore is likely to remain very challenging in the medium term and as a result there is likely to be a compound impact of reductions in financial resources over the period 2011 to 2015.

3.2 Inflation

The Consumer Price Index (CPI) has been above the Government's target level of 2% since December 2009 placing additional pressures on the Council's finances. It is anticipated that whilst non pay volatility will continue there will be continued suppression of pay. The average rate of inflation (CPI) is forecast to be 2.6% in 2012/2013.

The position will therefore continue to be regularly monitored and revised.

3.3 Base Rate

The Bank Base Rate has remained at an all time low of 0.5% since March 2009. Recent weak UK data releases coupled with poorer global economic recovery especially in the Euro-zone and the United States are now seeing markets push back their expectations for interest rate increases. The prospect of a base rate of 0.5% remaining in 2012/2013 remains quite high with only low 0.25% rises in prospect possibly towards the end of 2012.

4. Local Government Finance Settlement

The Local Government Finance Settlement announced in December 2010 follows the framework set out in Spending Review 2010 (SR10). The settlement covers the two year period 2011/2012 and 2012/2013. The Government is consulting on changes to the local government finance system from 2013/2014 further details of which are set out at section 5. This is a key issue for Local Authorities and particularly for Sunderland.

4.1 2011/2012 Summary Position

In overall terms taking formula grant reductions, cost pressures and other grant reductions into account the total reductions required for 2011/2012 were £57.9m. The implementation of savings proposals continues to be rigorously monitored and whilst there are challenges with delivering this significant reduction, at this stage it is anticipated that the savings will be achieved in 2011/2012 and the ongoing position in 2012/2013 secured.

4.2 2012/2013 Latest Position

The provisional Formula grant level for 2012/2013 is to reduce in cash terms by a further £12.293m.

4.3 2013/2014 Onwards

Although Government has indicated at a national level the overall grant reductions in their Spending Review 2010 for local government, it is not possible to accurately estimate the impact on each individual authority's grant allocation. However, using indicative totals from the Spending review, the reduction in grant at that stage is estimated to be £13million, before cost pressures are added. This position is even more uncertain as the outcome of the Government's Local Government Resource Review will not be known for some time and this will inevitably impact on all authorities Formula Grant funding levels. Plans will need to be revisited when the position is clarified.

4.4 Other Core Grant Funding

The Government has notified the Council of a number of core grants for 2012/2013 and the main changes are detailed below:

4.4.1 Early Intervention Grant

The provisional Early Intervention Grant (EIG) allocation for 2012/2013 of £15.937m represents an increase of £0.286m on the 2011/2012 allocation, which at 1.8% is the floor position. This reflects a specific increase in funding to support the expansion of the 2 year old offer from April 2012 and it is therefore proposed that this increase in funding is passported to Children's services for this purpose.

4.4.2 Learning Disabilities Funding (£262,000 increase) and NHS Support for Social Care (£185,000 decrease)

As in 2011/2012 investment plans will incorporate these pressures therefore it is proposed that grant will be taken into consideration at a corporate level.

4.4.3 Safer and Stronger Communities

A notified reduction of £153,000 in 2012/2013 represents year 2 of the planned three year reduction. In accordance with the approach for 2011/2012, it is proposed these grant reductions be passported to the related services.

4.4.4 Transition Grant

The Council does not qualify for any Transition Grant in 2012/2013 resulting in a reduction in resource available of £267,000.

5.0 **Future Funding Changes - 2013/2014 Onwards**

5.1 Local Government Resource Review

The Council's resource position for both 2013/2014 and 2014/2015 is not yet known. The Government is currently consulting local government on the proposals. This includes in particular the potential basis for future local retention of business rates. The position and proposed Council response are included elsewhere on this agenda and there is significant potential risk (particularly financial) for Sunderland in the proposals.

The Council are significant net recipients of redistributed business rates. Reference is made in the consultation document to creating a fair starting point by fixing the 2012/2013 baseline. This is in order that Council's such as Sunderland do not lose out as the current redistributed amount manifests itself in Formula grant funding distributed on the basis of need for essential services. However, moving on from the baseline position it is not clear how Council's such as Sunderland with high levels of deprivation and increased service pressures as a result of a growing elderly population will be resourced to support this increasing need. If business rates resource is retained or utilised to support economic growth in areas with low business rate bases or infrastructure there will still be a funding gap as a result of increased need.

Key issues including proposals around tariff and top up authorities and setting the right baseline are key to ensuring risks such as further financial risk and loss of resources are avoided when the new system is implemented.

Other aspects of the local Government Resource review are yet to be announced regarding a review of the Formula grant distribution methodology.

5.2 Public Health Transfer of Funding

The White Paper Healthy Lives, Healthy People, sets out how Local authorities will have a new role in improving the health and wellbeing of their population. There will be ring-fenced public health funding from within the overall NHS budget, dedicated to support this. The funding along with responsibility for the function will be transferred to local authorities through a ring fenced grant payment from April 2013.

The value of funding to be transferred to local authorities is currently being quantified through a national exercise and Government is reviewing the basis on which funding will be allocated to individual authorities.

5.3 Welfare Reform

The Welfare Reform Bill represents the biggest change to the benefits system in 60 years. In summary, the Bill aims to reduce the overall spending on the welfare system, and ensure that those on benefits are not better off than those with modest incomes.

One significant impact on Council resources will arise from proposed changes to Council Tax Benefit which is currently paid in line with Government guidance. From April 2013, the Council must design, implement and pay Council Tax Benefit based on its own local scheme. It is proposed that funding will only be provided at 90%, therefore the scheme will need to take this reduced level of funding into consideration. In addition the additional risk being passed to local authorities will need careful handling.

In addition the potential impact of other proposed areas of welfare reform on living standards of city residents may require consideration of provision of funding to assist with excessive hardship.

5.4 Schools Funding

A national review is currently being undertaken on the future distribution of school funding. The Government is seeking to develop a clear and transparent funding formula that supports the needs of pupils and enables Schools and Academies to be funded on a broadly comparable basis.

Any planned changes will result in movement of funding between Schools and areas. In order to provide stability in school funding, transitional arrangements will be applied to ensure that the reforms are introduced at an appropriate speed that is manageable for Schools. The current funding system for Schools will continue in 2012/2013 and the consultation will consider the right time to introduce the new system.

5.5 Academies Top Slicing

In addition to the School Funding consultation, the Government is reconsidering the reduction to Local Authority funding and the transfer of resources to the DfE made as part of the two year local government settlement for 2011/2012 and

2012/2013, to reflect the transfer of central services from local authorities to Academies. The consultation sets out the evidence the Secretary of State will use to consider the appropriate level of transfer and the proposed basis for calculation of the transfer.

As part of 2011/2012 settlement the Council had its formula grant reduced by £674,000. The revised methodology and the increase in the number of Academies nationally could see this sum potentially increasing in 2011/2012 and 2012/2013.

6. Local Income Position

6.1 Council Tax

The Localism Bill currently before Parliament provides for the provision of referendums to veto excessive council tax increases. Once it becomes law, this effectively places a limit on council tax increases and if councils exceed the government limits then the public will be able to vote to agree or veto any considered 'excessive' increase. There is no national provision for a 'freeze' beyond 2011/2012 and therefore the Council Tax position will require consideration as part of the budget process.

6.2 Options for Future Funding

A more rigorous approach will be included in the budget process regarding a more commercial approach to Authority business and driving external funding/resources opportunities.

The reduction in both revenue and capital funding requires the Council to focus on new and existing opportunities for funding including through:

- Charging arrangements
- Capital Funding such as Bonds, Tax Increment Funding, asset backed partnerships, European support
- Trading opportunities
- Alternatives to revenue funding such as social impact bonds
- Renewable/green Energy Resale

This will be used as a checklist for the Council and services to maximise opportunities for funding priority spending by

- Maximising the Council's use of its resources and assets to drive activity, lever resources and maximise benefits to the City
- Ensuring that opportunities from existing, new and developing financing funding and regeneration models are accessed where appropriate.

6.3 Reserves and Balances

The Local Government Finance Act 1992 requires local authorities to have regard to the level of reserves needed for meeting estimated future expenditure when calculating the budget requirement.

In accordance with the approach adopted to date all earmarked reserves will be revisited as part of the budget process to ensure they still accord with the Council's priorities and overall funding position.

7. Spending Pressures and Commitments

It is proposed to take into account the following spending commitments in the Budget Planning Framework for 2012/2013. Noting that at this stage in a number of cases specific cost detail requires finalisation and will be subject to review and refinement throughout the budget setting process:

7.1 Replacement of One-off Resources in 2011/2012

In meeting the funding gap for 2011/2012 directorates utilised £5.420m of one off resources such as reserves or delegated surpluses. This therefore represents an ongoing pressure into 2012/2013.

7.2 Pay and Pensions

7.2.1 Pay

The Government built its assumptions of a two year pay freeze for public sector workers (2011/2012 and 2012/2013) into its SR10 spending plans, except for those workers earning less than £21,000 a year. Beyond 2012/2013 prudent assumptions will be made at this stage for planning purposes.

7.2.2 Pensions

The results of the Actuarial review of the Local Government Pension Scheme 2010, was implemented in 2011/2012 covering three years to 2013/2014. There is no increase in deficiency payment for 2012/2013, and an increase of 5.3% for 2013/2014.

The Government has agreed to implement the recommendations from the Hutton Review and is currently in negotiations with the relevant public sector unions to agree measures that will help reduce the costs to the tax payer of funding pensions for public sector workers and is aimed at making them more affordable.

The Council is currently awaiting details of the proposed revised pension schemes for Teachers and LGPS members in order to assess the financial impact any changes will have on future year's budgets.

7.3 Energy Prices

Energy and vehicle fuel prices continue to be particularly volatile. It is therefore proposed that prudent provision be included for continued annual increases in charges for gas, electricity and vehicle fuel for the medium term.

7.4 Waste Disposal

The impact of cost variations in relation to waste disposal have been factored into the Medium Term Financial Strategy including landfill tax, volume of waste, recycling implications, and the impact of implementing the Waste Disposal Strategic Solution.

7.5 Recycling Vehicle Leasing

Inclusion of funding to meet the additional costs of leasing vehicles to support the 'blue bin' scheme which is replacing the existing 'kerb it' scheme is proposed. This will allow for the provision of rear end loading vehicles to accommodate the new bin.

7.6 Carbon Reduction

The Carbon Reduction Commitment Energy Efficient Scheme (CRCEES) is a mandatory carbon trading scheme, that came into effect on 1st April 2010. Participation is a legal requirement for organisations that used a minimum of 6,000 MegaWatt hours of electricity during the calendar year 2008. Sunderland City Council is required to participate in the scheme. The first sale of allowances will be in April 2012, based on 'footprint' data from 2010/2011 with an anticipated cost of £540,000 (£320k excluding schools).

7.7 Adult Services Demand Issues

The increasing longevity of the national and specifically, the city's, population continues to place pressure on Adult Social Services budgets. In addition, client expectations and increasing demand to support clients with complex cases to enable clients to maintain independent living, is requiring reconfigured services and additional investment. With these pressures in mind the Government has announced additional funding for Primary Care Trust's over the coming four years, with an expectation that the funding is passported to Local Authorities for investment within Social Care services.

The impact of additional cost pressures and necessary investment have been factored into plans on an initial basis.

7.8 Children's Services Demand Pressures

There continues to be increasing demand pressures in relation to safeguarding and specifically external placements and prudent provision will be made as appropriate to strategy.

7.9 Winter Maintenance

Following the severe winters over the last two financial years additional costs have been incurred in respect of winter maintenance. It is therefore considered prudent to include a sum of £0.800m for planning purposes in line the additional cost incurred in each of the last two years.

7.10 Port Dredging

Dredging of the Port is required yearly to maintain advertised depths in order to enable the Port to continue to operate commercially. This will follow initial dredging works to be carried out in 2011/2012 and will be included from 2012/2013.

7.11 Economic Downturn

Whilst significant resources have already been earmarked to support service pressures and actions in response to the economic downturn as part of the previous years' budgets, given the continuing uncertainties, this will need to be kept under review and appropriate provision made throughout the budget process.

7.12 Integrated Transport Levy

For planning purposes further savings in respect of the ITA levy for 2012/2013 are based on an additional 5% saving being achieved in accordance with the approach agreed by the Tyne and Wear Joint Services Committee during the 2011/2012 budget setting process.

7.13 Invest to Save Programmes

In order to address demand pressures particularly in respect of adult social care and the transformation programme, up front investment to support the future generation of service provision at less cost will be required. The one off costs have been factored into plans and will be updated as plans develop.

7.14 Capital Financing

Prudential borrowing has been provided for within the medium term financial position in relation to known investments over that period, together with a provision to provide future flexibility at this stage to enable strategic priorities of the Council to proceed, in the future.

7.15 Workforce Planning

A range of workforce planning measures are in place to support the smooth implementation of savings proposals. Costs arising from voluntary early retirement can be accommodated from specific resources earmarked for this purpose. In addition the Medium term financial position provides a provision related to the cost of SWITCH. Transitional costs as a result of implementing this strategy are continually refined and reviewed.

8. Spending Priorities

8.1 Priorities from Consultation

The key priorities which emerged through the budget consultation process for 2011/2012 were:

- Community safety
- Refuse collection
- Road and footpath maintenance
- Clean streets
- Facilities for young people
- Affordable decent housing
- Enabling people with a disability, illness or health condition to live independently through access to services and facilities
- Community integration

Resources allocated as part of the 2011/2012 budget recognised these priorities with additional funding earmarked to support highways, the city centre, adult social care modernisation and recognition of community safety priorities in the context of reduced government grant funding.

The proposals for the 2012/2013 Budget Consultation process are set out elsewhere on today's Cabinet agenda. The approach adopted will broadly follow the approach adopted last year including setting out the latest overall funding position and Council approach to address this through the Sunderland Way of Working and exploring views of residents about the direction of travel for services in response to the changing financial landscape.

Service Priorities

Directorates are currently developing three year Improvement Plans as part of their service planning processes. This will include the identification of key service priorities and action plans. These will need to be considered as they are developed to identify any financial implications.

9. Summary Resource, Pressures and Commitments Position

- 9.1 The table below summarises the resource and pressures position taking account of the issues set out in paragraphs 4 to 7 above.

9.2 The total reduction in resources and spending pressures represents the estimated overall savings requirements at this stage as follows:

	2011/12	2012/13	2013/14 to 2014/15
Latest estimated savings requirement	£57.9m	£25.33m	£33.73m

9.3 In evaluating the overall resource position it should be noted that the position in respect of savings requirements beyond 2012/2013 remains uncertain because of the unknown impact of the Local Government Resource Review which will not be known until the end of this year. Figures are included on the basis of best forecasts at present and will inevitably be subject to change.

10. Strategy for meeting the Savings Requirement

10.1 Productivity and Efficiency Strategy

The Council's Productivity and Efficiency Strategy 2011/2012 to 2014/2015 provides the framework for developing plans for future service delivery, ensuring that the main priorities are to support the most vulnerable residents in the city and enable economic regeneration to attract new businesses to invest in the city, despite the prevailing economic conditions. The strategy supports the aim of ensuring the most productive use of resources is maintained during this period of financial restraint.

This will progress through the continued development of individual Directorate improvement plans and service review / diversification plans to identify future medium term pressures and the potential for savings aligned to the delivery of the Councils vision and Corporate Outcomes Framework through:

- Specific efficiency savings arising from the Business Transformation Programme;
- Reviewing services to gain a comprehensive understanding of customer need and the most cost effective way of meeting that need through service reviews, including through modernising and improving services across the Council and the Sunderland Way of Working;
- Seeking opportunities through new financial models;
- Directorate cash limits being tightly drawn and prompting the identification and reinvestment of efficiency savings.

10.2 Current Budget Savings Programme

The current savings programme aims to transform the Council into a more efficient and effective organisation and protect as far as possible frontline services through:

- The Business Transformation Programme – focussing on back office services
- Service Reviews and Directorate Modernisation programmes.

It should be noted however, that at this stage whilst targets are in place detailed plans require further development to deliver the savings set out for future years in respect of the Business Transformation programme.

11. Addressing the Savings Requirement

11.1 Options for Savings

Reflecting the approach of the Productivity and Efficiency Strategy set out at paragraph 10, it is proposed the following approach be adopted to securing the existing budget savings programme and identification of additional budget savings proposals:

- **Current Budget Savings Programme:**
 - Original permanent planned savings for 2011/2012 will be achieved or an alternative must be delivered on an ongoing basis in 2012/2013;
 - In accordance with the budget planning framework agreed for 2011/2012 savings originally identified for 2012/2013 will be achieved. Alternative savings will need to be identified by Directorates where a proposal has become unviable;
 - BTP Work streams to be reviewed to accelerate as appropriate;
 - Current service review programmed savings will be achieved or alternative savings identified by Directorates where necessary.
 - Opportunities for achievement of additional savings through BTP and Service Review Programme be identified;
 - Directorates be requested to bring forward additional savings plans arising from proposed implementation of 3 year Improvement Planning activity to enable a programme of additional key service reviews to be proposed;
 - Opportunities for new charges and changes to existing charges be identified;
 - External Funding opportunities be pursued and match funding considered for priority areas;
 - The position regarding Council tax will be considered as part of the budget process.
 - The SWITCH outputs and programme will be considered as part of the budget process;
 - All commitments against Delegated surpluses / reserves will be reviewed;

12. Budget Planning Framework 2012/2013

12.1 Summary of Budget Planning Framework

The following budget planning framework for 2012/2013 is proposed:

- that provision for spending commitments be included at this stage on the basis set out at paragraph 7 and kept under review;
- that the spending priorities be considered in line with the finding of the budget consultation and emerging service improvement plans as set out in paragraph 8;
- that budgets be prepared on the basis that all spending pressures not specifically identified above as commitments be accommodated within Directorate cash limits;

- that options for savings to address the funding gap be progressed as set out at paragraph 11.1;
- that commitments against general balances be noted and the scope to utilise balances temporarily be explored.

13. Consultation and Equalities Impact

A framework for evaluating the potential equality impact of the Council's proposals in respect of the 2012/2013 budget and future years will be prepared taking into account:

- The Public Sector Equality Duty and the Equality Act 2010
- The Council's Improvement Plans.

14. Reasons for Decision

14.1 The Budget Planning Framework forms an essential part of the process of the preparation and compilation of the Revenue Budget for 2012/2013.

15. Alternative Options

15.1 There are no alternative options recommended.

Statement of General Fund Balances

	£000	£000
Revised Estimate of Balances as at 31st March 2011		12,419
Additions / Variations to Revised Estimate Balances		
Unutilised Contingencies and non delegated budgets		4,458
Transfer to Earmarked Reserves		
Service Pressures Reserve	(1,000)	
Development Reserve	(1,500)	
Strategic Investment Reserve	(1,958)	(4,458)
Balances 31st March 2011		12,419
Use of Balances 2011/2012		
Contribution to Revenue Budget		(4,849)
Estimated Balances 31st March 2012		7,570

**CAPITAL PROGRAMME SECOND REVIEW 2011/2012 – EXTRACT
OF REPORT**

	£000
Additional Schemes 2011/2012 Capital Programme	
Cabinet Secretary	
Port Crane – Cabinet on 20 th July 2011, recommended funding of £0.500 million through prudential borrowing to support the purchase of a mobile crane on an invest to save basis. The purchase will provide additional capacity at the Port of Sunderland to enable commercial opportunities to be maximised and to more efficiently meet existing trading obligations.	500

CABINET

5 OCTOBER 2011

CHILDREN AND YOUNG PEOPLE'S PLAN ANNUAL REPORT 2010-2011

REPORT OF THE EXECUTIVE DIRECTOR OF CHILDREN'S SERVICES

1. Purpose of the Report

- 1.1 To present to Cabinet the final draft of the Children and Young People's Plan Annual Report 2010-2011, which incorporates comments from a range of partners.
- 1.2 Cabinet is asked to approve the Children and Young People's Plan Annual Report and to agree to refer to full Council for ratification as an Article 4 Plan.

2. Description of Decision

- 2.1 Following consultation with various partners, including Cabinet, Children's Trust and the Children, Young People and Learning Scrutiny Committee, Cabinet is recommended to approve the Annual Report (attached) and recommend that it is presented to full Council for ratification.

3. Background

- 3.1 The Children and Young People's Plan Strategy 2010-25 was published in 2010, together with a Delivery Plan for 2010-13.
- 3.2 The Delivery Plan provides detailed information about each of the Children's Trust priority outcomes. These outcomes are broken down into:
 - Two overarching themes that cut across the Children's Trust
 - Five priority areas for vulnerable groups
 - Seventeen specific outcomes for all young people, linked to the Every Child Matters framework.
- 3.3 Against each of these priority outcomes is an identified partnership which has a commissioning strategy and implementation plan in place.

4. Current Position

- 4.1 The Children and Young People's Plan Annual Report as an Article 4 plan has been widely consulted on and the comments and suggested amendments proposed have been considered and where appropriate incorporated into the Annual Report.
- 4.2 The final draft of the Annual Report is presented to Cabinet for final approval and if received, will be referred to full Council for ratification and thereafter published on the Children's Trust website.

5. Reasons for the Decision

- 5.1 The Children and Young People's Plan is an Article 4 plan under the Council's Constitution and is the primary document for Children's Trust Partnerships to set out how they will deliver

improved outcomes for children and young people in the city. As an Article 4 Plan, we are required to submit an annual report to Cabinet for consideration and comment.

6. Alternative Options

- 6.1 The alternative option is not to submit the Children and Young People's Plan Annual report to full Council, however this would result in progress not being reported against the objectives and milestones within the Plan.

7. Relevant Considerations/Consultations

- 7.1 The following groups have been consulted in preparing the Annual Report:

Children's Services Leadership Team	6 July 2011
Joint Commissioning Board	8 July 2011
Children's Trust	12 July 2011
CYPL Scrutiny Article 4 Group	1 August 2011
Cabinet	7 September 2011
CYPL Scrutiny Committee	8 September 2011
Second presentation to Cabinet	5 October 2011
Council	30 November 2011

8. List of Appendices

Children and Young People's Plan Annual Report 2011

9. Background Papers

Children and Young People's Delivery Plan, 2010-2013
Children and Young People's Plan 15 Year Strategy, 2010-2025

CABINET

2nd NOVEMBER 2011

REVIEW OF POLLING DISTRICTS, POLLING PLACES AND POLLING STATIONS

REPORT OF THE CHIEF EXECUTIVE

1. INTRODUCTION

- 1.1 The Electoral Administration Act 2006 introduced a duty for all polling districts and polling places to be reviewed by the end of 2007 and then at least once every four years thereafter.
- 1.2 Under the Representation of the People Act 1983, the Council may divide the City wards into polling districts and designate at least one polling place for each district. It also has to keep these arrangements under review. The boundaries of Local Government wards are not covered by this review as they are determined by the Boundary Commission for England.
- 1.3 The Council have carried out informal reviews of polling districts and places each year since the ward boundaries were last reviewed and changed in 2007.
- 1.4 As part of the informal reviews extensive consultation was held with council members, candidates, election agents and local members of Parliament. Arising from that, amendments were made to some polling districts and polling stations to improve access and comply with the requirements of the Disability Discrimination Act.
- 1.5 Section 16 of the Electoral Administration Act 2006 introduced a number of changes to the 1983 Act in respect of the way reviews must be undertaken. The most important change is that the Council had to conduct a full review by 31st December 2007 and every four years thereafter. This does not however prevent changes being made at any time before the next full review.
- 1.6 Members may recall that Cabinet agreed the current polling districts within the city on 7 November 2007.
- 1.7 The Electoral Commission has no role in the review process itself. However, it can consider comments if people do not think the review has met the reasonable requirements of electors or taken sufficient account of the needs of disabled electors. The following can appeal to the Commission:-
 - 30 or more registered electors
 - any person who made comments during the review
 - any non-electors who has expertise in access to premises or facilities for disabled people

As a result, the Commission may direct the Council to alter polling arrangements arising from the review and can make these alterations itself if the Council does not do so within two months

2. DESCRIPTION OF DECISION

- 2.1 To recommend to Council that the proposed changes to Polling Districts and Polling Places as set out in Appendix 4 are approved.

3. BACKGROUND

- 3.1 Attached at Appendix 1 to the report is a list of polling stations that were allocated to each polling district before the review took place.
- 3.2 Appendix 2 to the report sets out the groups that have been consulted on the recommendations.
- 3.3 Appendix 3 to the report sets out the representations received and the comments from the Electoral Registration Officer.
- 3.4 Appendix 4 to the report sets out any changes made to the current polling arrangements in the city.

4. CONSULTATION

- 4.1 In carrying out the consultation process the Council has followed the advice of the Electoral Commission on how the review should be conducted. In general terms, the Council was required to announce when the review would take place. This involved consulting with the Returning Officer, who made representations on existing and proposed polling arrangements. The Council has since published the Returning Officer's proposals and invited comments which will then be considered before a final decision is made.
- 4.2 On the 1 September 2011 the Council announced that a review was to take place and invited comments to be submitted no later than 23 September 2011. The consultation sought comments from people who have particular expertise in the area of disabled access.
- 4.3 The review was advertised on the Council's website, the Notice of Review and list of current polling stations were displayed in Hetton Centre Library, Houghton Le Spring Library, Sunderland Civic Centre main entrance and The City Centre Customer Service Centre requesting comments on how improvements could be made to polling stations.
- 4.4 The Notice of review was also sent out to all ward councillors, The 2011 Local Government Election Agents, the 2010 Parliamentary Election Agents, Members of Parliament for the 3 constituencies in Sunderland and various Diversity Groups as noted in Appendix 2.

5. ASSESSMENT

- 5.1 All comments have been considered and site visits carried out where appropriate and the Returning Officer's final recommendations are contained in Appendix 4.

6. FINANCIAL IMPLICATIONS

6.1 There are no financial implications for the Council.

7. OTHER IMPLICATIONS

7.1 The proposals have taken into account as far as possible the requirements of the Disability Discrimination Act.

8. OUTLINE TIMETABLE

Notice of start of review	1 September 2011
Representations received deadline	23 September 2011
Report to Cabinet	2 November 2011
Report to Council	30 November 2011

9. REASONS FOR DECISION

9.1 To comply with Section 16 of The Electoral Administration Act 2006 this requires the completion of a full review by 31st December 2007 and then at least once every four years thereafter.

10. ALTERNATIVE OPTION

10.1 The Council does not comply with Section 16 of the Electoral Administration Act 2006.

11. BACKGROUND PAPERS

11.1 Consultees comments on the Returning Officer's recommendations. Electoral Administration Act 2006.

Ward	Local District(s)	Polling Place	
C Copt Hill	C1	C01	Eppleton Primary School, Church Road
	C2	C02	Bethany Christian Centre, Hetton Road
	C3	C03	Communal Hall, Burdon Avenue
	C4	C04	Houghton Nursery School, Nesham Place
	C5	C05	St Matthews Youth & Community Centre, Church Hall, Front Street
	C6	C06	Philadelphia Cricket Club, Bunker Hill Ground, Back Shop Row
D Doxford	D1	D01	Benedict Biscop C E Primary School, Marcross Drive
	D2	D02	Portland School, Weymouth Road, Chapel Garth
	D3	D03	Doxford Park Community Association, Mill Hill Road, Doxford Park
	D4	D04	Mill Hill Primary School, Saint Court, Doxford Park
	D5	D05, D06	Venerable Bede C E Secondary School, Detached Building at Front of School, Tunstall Bank
G Hetton	G1	G01	Hetton Lyons Primary School, Four Lane Ends
	G2	G02, G04	Hetton Centre, Welfare Road, Hetton-le-Hole
	G3	G03	East Rainton Primary School, School Road
	G4	G05	Easington Lane Library, High Street
H Houghton	H1	H01	Dubmire Primary School, Britannia Terrace, Fence Houses
	H2	H02	Dubmire Primary School, Britannia Terrace, Fence Houses
	H3	H03	Blind Centre, Thornhill Street
	H4	H04	Sunnside Methodist Church, School Room, Blind Lane
	H5	H05	Newbottle Nursery School, Houghton Road, Newbottle
O St Chads	O1	O01	Amalfi Tower, Main Entrance, Gilley Law
	O2	O02	Farringdon Primary School, Archer Road, Farringdon
	O3	O03	St Chad's Church Hall, Charter Drive, East Herrington
	O4	O04	Farringdon Jubilee Centre, Allendale Road, Farringdon
	O5	O05	East Herrington Primary School, Balmoral Terrace
R Sandhill	R1	R01	St Mary's & St Peter's Community Project, Springwell Road
	R2	R02	Thorney Close Primary School, Torquay Road
	R3	R03	Hasting Hill Primary School, Tilbury Road, Thorney Close
	R4	R04	Grindon U R Church, Galway Road, Grindon
	R5	R05	Grindon Infant School, Gleneagles Road, Grindon
S Shiney Row	S1	S01	Boundary Houses C A, Golf Course Road
	S2	S02	Communal Hall, Claremont Drive
	S3	S03	Customer Service Centre & Shiney Row Library, Chester Road, Shiney Row
	S4	S04	St Aidan's Parish Centre, St Aidan's Terrace, New Herrington
	S5	S05	Penshaw Parish Centre, Station Road, Penshaw
	S6	S06	Valley View Residential Home, 3 Back Lane, Penshaw
T Silksworth	T1	T01	A690 Youth Initiative, 1 Paton Square, Plains Farm
	T2	T02	Mobile Youth Bus, Foot of Barras Drive
	T3	T03	Silksworth Community Library, Beckwith Mews, Silksworth
	T4	T04	New Silksworth Methodist Church, North Street
	T5	T05	Tom Urwin House, Silksworth Terrace

HOUGHTON AND SUNDERLAND SOUTH

Ward	Local District(s)		Polling Place
A Barnes	A1	A01	The Wavendon Public House, 30A Wavendon Crescent
	A2	A02	Barnes Junior School, Entrance from Wycliffe Road
	A3	A03	Humbledon Methodist Church, Ettrick Grove
	A4	A04	St Nicholas Church, Haver Hall, Silksworth Lane
	A5	A05	West Community Association, Chester Road
E Fulwell	E1	E01	Seaburn Centre, Whitburn Road
	E2	E02	Fulwell Methodist Church, Dovedale Road
	E3	E03	Fulwell Branch Library, Dene Lane
	E4	E04	The Grange Public House, Newcastle Road
	E5	E05	Seaburn Dene Primary School, Torver Crescent
F Hendon	F1	F01	Hendon Young Peoples Project, Church Street East, East End
	F2	F02	Hudson Road Primary School, Villiers Street South
	F3	F03	Valley Road Community Primary School, Corporation Road
	F4	F04	Hendon Library, Toward Road
	F5	F05	Grangetown Primary School, Spelterworks Road
J Millfield	J1	J01	Diamond Hall Junior School, Community Room, Well Street
	J2	J02	St Bedes U R Church, School Room, Sorley Street
	J3	J03	Burn Park Methodist School Room, Burn Park Road
	J4	J04	St Marks Community Association, St Marks Church, St Marks Terrace
	J5	J05	Crowtree Leisure Centre, Crowtree Road
K Pallion	K1	K01	Highfield Community Primary School, Fordfield Road
	K2	K02	Bethesda Free Church Mission Hall, Flodden Road
	K3	K03	St Luke's Neighbourhood Centre, Corner of Merle Terrace, St Luke's Road
	K4	K04	Lambton Street Youth Centre, Falkland Road
	K5	K05	Youth Development Awards Centre, 270A Hylton Road
M Ryhope	M1	M01	St Aidan's Church Hall, Ryhope Road
	M2	M02	Olympian Boxing Club, Leechmere Way
	M3	M03	Ryhope Pentecostal Church, Brick Row, Ryhope
	M4	M04	Sunderland Customer Service Centre, Black Road
	M5	M05	Derwenthurst Club, Entrance at Rear from Station Road, The Village
P St Michaels	P1	P01	St Nicholas Church, Haver Hall, Silksworth Lane
	P2	P02	St John's Church, Entrance from The Grove, Ashbrooke
	P3	P03	St Timothy Lutheran Church, Queen Alexandra Road
	P4	P04	Grangetown Community Centre, Stannington Grove
	P5	P05	The Alexandra Public House, Queen Alexandra Road
Q St Peters	Q1	Q01	Residents Lounge, Zetland Square, Multistorey Block
	Q2	Q02, Q03	Hallgarth Bethesda Mission Hall, Bright Street
	Q3	Q04	Roker Methodist Church, Roker Park Road, Lonsdale Road
	Q4	Q05	Redby Community Centre, Fulwell Road
	Q5	Q06	Priestman Hall, St Andrews Church, Talbot Road
U Southwick	U1	U01	St Andrews Methodist Church, Old Mill Road
	U2	U02	Southwick Community Centre, Junction of Thompson Road and Southwick Road
	U3	U03	Southwick Community Primary School, Shakespeare Street
	U4	U04	Grange Park Primary School, Swan Street
	U5	U05	Fulwell Windmill Visitors Centre, Newcastle Road

Ward	Local District(s)		Polling Place
B Castle	B1	B01, B02	Bexhill Primary School, Community Road, Bexhill Road
	B2	B03	Hylton Castle Primary School, Cramlington Road
	B3	B04	Sunderland North Family Zone, Former Hylton Castle Library, Cranleigh Road
	B4	B05	Castletown Community Association, Grange Road, Castletown
L Redhill	L1	L01	Sunderland Customer Service Centre, Bunny Hill Centre, Hylton Lane
	L2	L02	Bishop Harland C of E Primary School, Ramillies Road
	L3	L03	St Cuthbert's Church, Rotherham Road, Redhouse
	L4	L04	Red House Methodist Church, Redcar Road, Redhouse
	L5	L05	Willow Fields Community Primary School, Winslow Close, Witherwack
N St Annes	N1	N01, N06	South Hylton Primary School, Union Street, South Hylton
	N2	N02	Pennywell Job Linkage, 609 Hylton Road
	N3	N03	St Anne's R C Primary School, Hylton Road
	N4	N04	Pennywell Youth Project, Petersfield Road, Pennywell
	N5	N05	Broadway Junior School, Springwell Road
V Washington Central	V1	V01	Residents Hall, Hambleton Road
	V2	V02	Biddick Primary and Nursery School, Kirkham
	V3	V03	John F Kennedy Primary School (Nursery), Station Road
	V4	V04	Wessington Primary School, Lanercost
	V5	V05	Our Lady's Parish Room, Saint Joseph's R C Primary School, Village Lane
W Washington East	W1	W01	Mobile Youth Bus, Beatrice Terrace (The James Steel Park)
	W2	W02	Harraton Skills Centre, Community Room, Firtree Avenue
	W3	W03, W04	Washington Arts Centre, Biddick Lane, Fatfield
	W4	W05	Mobile Customer Service Centre, Junction of Thornbridge and Lydcott
	W5	W06	Barmston Village Primary School, Barmston Centre
X Washington North	X1	X01, X02	St Bede's Parish Hall, Coach Road Estate, Washington
	X2	X03	Millennium Centre, The Oval, Concord
	X3	X04	Sure Start Childrens Centre, 34 Elliott Terrace
	X4	X05	Usworth Colliery Nursery School, Manor Road, Sulgrave
Y Washington South	Y1	Y01	Rickleton Primary School, Vigo Lane
	Y2	Y02	Oxclose and District Young Peoples Project, Dunlin Drive
	Y3	Y03	Holley Park Primary School, Ayton Road South
	Y4	Y04	Oxclose Church, Oxclose Village Centre, Brancepeth Road
	Y5	Y05	Lambton Community Association, Lambton Primary School, Caradoc Close
Z Washington West	Z1	Z01	Blackfell Primary School, Knoulberry
	Z2	Z02	Albany Village Primary School, Crossgill
	Z3	Z03	Springwell Village Hall, Fell Road
	Z4	Z04	George Washington Primary School, Wellbank Road

Polling District Review - Consultees

- All Ward Councillors
- Members of Parliament for the 3 constituencies in Sunderland
- 2011 Local Government Election Agents
- 2010 Parliamentary Election Agents
- Hetton Town Council
- Colin Clark – Head of Land & Property, Sunderland City Council
- BME IAG - North East Refugee Service, Sunderland BME Network, Tyne & Wear Fire and Rescue, Sunderland Carers Centre, South of Tyne and Wear NHS, Northumbria Police, Sunderland University, Unity Organisation.
- DIAG - Sunderland Carers Centre, RNIB, Disability Advice Sunderland, D'Arte, Age UK Sunderland, Sunderland Community Network, Northumbria Police, Sunderland Royal Society for the Blind, Sunderland University, Unison, Sunderland People First, Sunderland Link.
- Gender IAG - Angelou Centre, Wearside Women in Need, Barnardos Sunderland, The Bridge Project Washington, South of Tyne and Wear NHS, Northumbria Police, Gentoo, Open Clasp Theatre Company, Sangini, Sunderland Women's Centre.
- LGBT IAG - Age UK Sunderland, Sunderland University, Northumbria Police, South of Tyne and Wear NHS, Sunderland PCT, Gay Advice Sunderland, We'Ar Out, Sunderland BME Network, Sunderland Link, Gentoo, CentrePoint, Gay & Lesbian Community Centre.
- Sunderland Interfaith Forum

Appendix 3

Date Received	Wards Affected	Constituency	Brief Details	ERO Comments
08-Sep-11	All Wards	All Constituencies	I have had a look at the polling stations and there are none that are affected by our work around closures etc.	Noted.
02-Sep-11	Hetton	Houghton & Sunderland South	Considering the Hetton Ward covers a large geographical area the current provision of four polling Stations is below the amount provided within other wards. Hetton Lyons Primary School is in a good location and well used as a Polling Station, but the practise of locking the entrance gates for a period during school closing time could be a deterrent to voters.	At Hetton Lyons Primary School the school gates for vehicle access are closed from 3 - 3.30pm as safe guarding for the children. The gate for pedestrians remains open during this time so access to the building is not an issue.
07-Sep-11	Hetton	Houghton & Sunderland South	I was a teller at the Council Elections earlier this year, spending most of my time at the Hetton Centre Polling Station. Hetton centre houses many operations and businesses so it is impossible, when sitting outside the building to know who is going to, or who has been, voting. Polling staff agreed I could sit in the entrance hall where I had a fair view of the polling booths but the PSI ordered me outside and it was impossible to carry out my telling duties. I would like to request that these unsatisfactory rules are changed for those polling stations which are held within 'multi-function' buildings to allow tellers to do their job without hindrance and have full view of the entrance and exit to the polling booths.	Consideration will be given by the Returning Officer to remind Polling Station Staff and Polling Station Inspectors of the regulations concerning scrutineers or tellers at the entrance to Polling Stations.
05-Sep-11	Hetton	Houghton & Sunderland South	Member raised the issue that residents from Valley View and High Moorsley needed to travel to Hetton Centre to vote and perhaps another Polling Station located at the Nidderdale Centre could be utilised.	The residents of Valley View and High Moorsley make up the Polling District G04 which has Hetton Centre allocated as a Polling Station. There are 335 Electors in G04, 134 of which vote by post so therefore 201 Polling Station voters does not warrant enough electors to create a new Polling Station at the Nidderdale Centre.
05-Sep-11	St. Chads	Houghton & Sunderland South	I suggest the Polling Station is moved from the Jubilee Centre to the Farringdon Community Shop. The Jubilee Centre although satisfactory continues to miss a large number of voters who will not cross Allendale Road or walk from the shops to the Centre. The Farringdon Residents Association support the idea the Polling Station moves to their Community Shop and are willing to discuss the suggestion. Sighting the Polling Station in the Community Shop will undoubtedly increase the number of persons voting in all elections there is.	After making a site visit to Farringdon Community Shop, it would be an unsuitable building to use as a polling station as it is not accessible to disabled electors due to a step leading into the shop.
17-Sep-11	St. Chads	Houghton & Sunderland South	We are happy with the current polling stations in the ward.	Noted.

24-Sep-11	Barnes	Sunderland Central	<p>I would like to highlight some problems with the St Nicholas Church polling station and suggest a solution. There is very limited parking at the church and no on road parking, the entrance to the site is quite narrow and on a busy road and the exit to the site is even more difficult. In my view Richard Ave School would provide a much better location for the polling station. This is only about 100m from St Nicks. There is significantly less traffic at this site, there is ample on site parking at Richard Ave and also plenty of on street parking. I have spoke to the Head Teacher of the school and they would be happy for it to be relocated. I believe we may see an increase in voter participation particularly amongst the difficult to reach Bangladeshi community if the polling station was moved to Richard Avenue School.</p>	<p>The Electoral Registration Officer recommends that the Polling Place for A04 be moved to Richard Avenue Primary School, Richard Avenue Sunderland, SR4 7LQ and that the Polling Station be situated in the community room.</p>
21-Sep-11	Barnes	Sunderland Central	<p>I would like to share some thoughts and concerns re the Polling Station at St Nicholas' Church. The St Nicholas Polling Station is located on the opposite side of one of the busiest main roads in and out of Sunderland making access for some of the elderly and infirm residents of Cleveland Rd-Mount Rd-Queens Crescent etc more difficult than should be necessary. Similarly, with very limited parking at the Church and tricky access by car in and out of the car park (the entrance is directly onto Durham Rd, at the busiest point of the Barnes Roundabout section) - access to the Church by Road is a lot more difficult than would be expected. if there were an opportunity to reconsider the location of the polling stations serving Barnes Ward; it would seem far more appropriate to relocate the 'St Nicholas' station to Richard Avenue Primary School - which is in a far less busy location, ideal for pedestrians and drivers alike. The location of Richard Avenue is close enough to the existing Polling Station that no other area is significantly disadvantaged but far enough from the busy Barnes roundabout to make a difference.</p>	<p>The Electoral Registration Officer recommends that the Polling Place for A04 be moved to Richard Avenue Primary School, Richard Avenue Sunderland, SR4 7LQ and that the Polling Station be situated in the community room.</p>
22-Sep-11	Barnes	Sunderland Central	<p>St Nicholas' Church - The location, outside of the ward, is less than satisfactory. Located on Durham road, the turning when accessing the car park I am surprised has not caused an accident. There is no safe crossing opposite the entrance and I have witnessed people dashing across the road, narrowly avoiding being run over when going to vote. I would hope given these safety issues and the fact that the station is located out of the ward you would take note and consider moving the station to the safer and more accessible location of Richard Avenue Primary School. The school in the ward serves the local community and would in my opinion be a location which would boost voter turnout within the ward.</p>	<p>The Electoral Registration Officer recommends that the Polling Place for A04 be moved to Richard Avenue Primary School, Richard Avenue Sunderland, SR4 7LQ and that the Polling Station be situated in the community room.</p>

01-Sep-11	St. Michaels	Sunderland Central	I did receive a complaint about the polling station situated in the Alexandra public house in Grangetown. The objector points out that some people are unable to enter licensed premises for various reasons and therefore are disenfranchised if they do not agree with postal voting.	Noted.
14-Sep-11	Redhill	Washington & Sunderland West	Happy with the Polling Stations in Redhill.	Noted.
14-Sep-11	Washington Central	Washington & Sunderland West	We are fine with our stations.	Noted.
09-May-11	Washington South	Washington & Sunderland West	At Oxclose District Young Peoples Project Polling Station the lighting facilities are very poor and as a consequence of this the presiding officer suffered from a severe migraine. There was also several complaints on the day from electors about the poor lighting.	We have contacted all Cllr's in the Washington South Ward to see if they had any suggestions for a different Polling Station other than Oxclose District Young Peoples Project (ODYPP). A member has since had a meeting with the manager of ODYPP and he has confirmed that plans are in hand to have the lighting upgraded by early 2012.
15-Sep-11	Washington South	Washington & Sunderland West	I do not wish to make any representations on this review	Noted.
01-Sep-11	Washington West	Washington & Sunderland West	George Washington Primary School in Wellbank road is on the border with the Washington North Ward and although it services part of Usworth and the lower part of Donwell, a large part of Donwell residents living on the top edge of Donwell near to the Parsons trading estate have quite a journey down and back to the polling station. Although I believe the school needs to remain I think the only solution is to have another station at the top of Donwell to service those people.	It has not been possible to identify a permanent and suitable venue to accommodate the electors that the member refers to. However it has been agreed to monitor the situation for future elections.

Ward	Local District(s)	Polling Place	
C Copt Hill	C1	C01	Eppleton Primary School, Church Road
	C2	C02	Bethany Christian Centre, Hetton Road
	C3	C03	Communal Hall, Burdon Avenue
	C4	C04	Houghton Nursery School, Nesham Place
	C5	C05	St Matthews Youth & Community Centre, Church Hall, Front Street
	C6	C06	Philadelphia Cricket Club, Bunker Hill Ground, Back Shop Row
D Doxford	D1	D01	Benedict Biscop C E Primary School, Marcross Drive
	D2	D02	Portland School, Weymouth Road, Chapel Garth
	D3	D03	Doxford Park Community Association, Mill Hill Road, Doxford Park
	D4	D04	Mill Hill Primary School, Saint Court, Doxford Park
	D5	D05, D06	Venerable Bede C E Secondary School, Detached Building at Front of School, Tunstall Bank
G Hetton	G1	G01	Hetton Lyons Primary School, Four Lane Ends
	G2	G02, G04	Hetton Centre, Welfare Road, Hetton-le-Hole
	G3	G03	East Rainton Primary School, School Road
	G4	G05	Easington Lane Library, High Street
H Houghton	H1	H01	Dubmire Primary School, Britannia Terrace, Fence Houses
	H2	H02	Dubmire Primary School, Britannia Terrace, Fence Houses
	H3	H03	Blind Centre, Thornhill Street
	H4	H04	Sunnside Methodist Church, School Room, Blind Lane
	H5	H05	Newbottle Nursery School, Houghton Road, Newbottle
O St Chads	O1	O01	Amalfi Tower, Main Entrance, Gilley Law
	O2	O02	Farringdon Primary School, Archer Road, Farringdon
	O3	O03	St Chad's Church Hall, Charter Drive, East Herrington
	O4	O04	Farringdon Jubilee Centre, Allendale Road, Farringdon
	O5	O05	East Herrington Primary School, Balmoral Terrace
R Sandhill	R1	R01	St Mary's & St Peter's Community Project, Springwell Road
	R2	R02	Thorney Close Primary School, Torquay Road
	R3	R03	Hasting Hill Primary School, Tilbury Road, Thorney Close
	R4	R04	Grindon U R Church, Galway Road, Grindon
	R5	R05	Grindon Infant School, Gleneagles Road, Grindon
S Shiney Row	S1	S01	Boundary Houses C A, Golf Course Road
	S2	S02	Communal Hall, Claremont Drive
	S3	S03	Customer Service Centre & Shiney Row Library, Chester Road, Shiney Row
	S4	S04	St Aidan's Parish Centre, St Aidan's Terrace, New Herrington
	S5	S05	Penshaw Parish Centre, Station Road, Penshaw
	S6	S06	Valley View Residential Home, 3 Back Lane, Penshaw
T Silksworth	T1	T01	A690 Youth Initiative, 1 Paton Square, Plains Farm
	T2	T02	Mobile Youth Bus, Foot of Barras Drive
	T3	T03	Silksworth Community Library, Beckwith Mews, Silksworth
	T4	T04	New Silksworth Methodist Church, North Street
	T5	T05	Tom Urwin House, Silksworth Terrace

Ward	Local District(s)	Local District(s)	Polling Place
A Barnes	A1	A01	The Wavendon Public House, 30A Wavendon Crescent
	A2	A02	Barnes Junior School, Entrance from Wycliffe Road
	A3	A03	Humbledon Methodist Church, Ettrick Grove
	A4	A04	Richard Avenue Primary School, Richard Avenue
	A5	A05	West Community Association, Chester Road
E Fulwell	E1	E01	Seaburn Centre, Whitburn Road
	E2	E02	Fulwell Methodist Church, Dovedale Road
	E3	E03	Fulwell Branch Library, Dene Lane
	E4	E04	The Grange Public House, Newcastle Road
	E5	E05	Seaburn Dene Primary School, Torver Crescent
F Hendon	F1	F01	Hendon Young Peoples Project, Church Street East, East End
	F2	F02	Hudson Road Primary School, Villiers Street South
	F3	F03	Valley Road Community Primary School, Corporation Road
	F4	F04	Hendon Library, Toward Road
	F5	F05	Grangetown Primary School, Spelterworks Road
J Millfield	J1	J01	Diamond Hall Junior School, Community Room, Well Street
	J2	J02	St Bedes U R Church, School Room, Sorley Street
	J3	J03	Burn Park Methodist School Room, Burn Park Road
	J4	J04	St Marks Community Association, St Marks Church, St Marks Terrace
	J5	J05	Crowtree Leisure Centre, Crowtree Road
K Pallion	K1	K01	Highfield Community Primary School, Fordfield Road
	K2	K02	Bethesda Free Church Mission Hall, Flodden Road
	K3	K03	St Luke's Neighbourhood Centre, Corner of Merle Terrace, St Luke's Road
	K4	K04	Lambton Street Youth Centre, Falkland Road
	K5	K05	Youth Development Awards Centre, 270A Hylton Road
M Ryhope	M1	M01	St Aidan's Church Hall, Ryhope Road
	M2	M02	Olympian Boxing Club, Leechmere Way
	M3	M03	Ryhope Pentecostal Church, Brick Row, Ryhope
	M4	M04	Sunderland Customer Service Centre, Black Road
	M5	M05	Derwenthurst Club, Entrance at Rear from Station Road, The Village
P St Michaels	P1	P01	St Nicholas Church, Haver Hall, Silksworth Lane
	P2	P02	St John's Church, Entrance from The Grove, Ashbrooke
	P3	P03	St Timothy Lutheran Church, Queen Alexandra Road
	P4	P04	Grangetown Community Centre, Stannington Grove
	P5	P05	The Alexandra Public House, Queen Alexandra Road
Q St Peters	Q1	Q01	Residents Lounge, Zetland Square, Multistorey Block
	Q2	Q02, Q03	Hallgarth Bethesda Mission Hall, Bright Street
	Q3	Q04	Roker Methodist Church, Roker Park Road, Lonsdale Road
	Q4	Q05	Redby Community Centre, Fulwell Road
	Q5	Q06	Priestman Hall, St Andrews Church, Talbot Road
U Southwick	U1	U01	St Andrews Methodist Church, Old Mill Road
	U2	U02	Southwick Community Centre, Junction of Thompson Road and Southwick Road
	U3	U03	Southwick Community Primary School, Shakespeare Street
	U4	U04	Grange Park Primary School, Swan Street
	U5	U05	Fulwell Windmill Visitors Centre, Newcastle Road

 **Proposed change**

THE STANDARDS COMMITTEE reports and recommends as follows:-

1. Council Publicity – Guidance Note

That they have given consideration to a report of the Executive Director of Commercial and Corporate Services (copy attached), advising that a revised Code of Recommended Practice on Local Authority Publicity had been issued by the Department of Communities and Local Government and in light of this revision, the Council's guidance Note had been reviewed to ensure it was consistent with the current Code.

The Guidance Note on Council Publicity (copy attached) aims to assist Members and Officers to ensure that all publicity issued on behalf of the Council and all promotional activity undertaken by the Council, or use of Council resources is in accordance with the Government's revised Code of Recommended Practice on Local Authority Publicity and complies with the law.

The Committee noted and endorsed the content of the Guidance Note on Council Publicity and agreed that copies be sent to all Members, Chief Officers and Heads of Service.

The Committee recommends that the Council formally adopts the Guidance Note on Council Publicity and that it be included in the Council's Constitution in place of the previous version.

Council Publicity – Guidance Note**Report of the Executive Director of Commercial and Corporate Services**

1. Members will recall that in January 2010, the Standards Committee endorsed a Guidance Note on Council Publicity. This was produced for the benefit of Members and Officers in order to assist them in ensuring that all publicity issued on behalf of the Council complied with legislative requirements and the Code of Recommended Practice on Local Authority Publicity which was in force at the time.
2. The Code on which the existing guidance was based was contained in two separate circulars; the original dating from 1988 was issued by the Department of the Environment and this was amended in April 2001 by a further circular from the Department of the Environment, Transport and the Regions.

A revised Code has now been issued by the Department of Communities and Local Government and came into force on 31st March this year. The Code may be accessed via the link below.

<http://www.communities.gov.uk/documents/localgovernment/pdf/1878324.pdf>

In light of this revision, it is appropriate to review the Council's Guidance Note in order to ensure that it is consistent with the current Code.

3. The explanatory memorandum to the revised Code recognises the importance of local understanding of the operation of the democratic process and effective communication. It is acknowledged that the public need to know what their local authority is doing if they are to hold it to account.
4. The new Code is grouped into seven principles that publicity by Local Authorities should follow. Publicity should:
 - be lawful
 - be cost effective
 - be objective
 - be even handed
 - be appropriate
 - have regard to equality and diversity
 - be issued with care viewing periods of heightened sensitivity.

Specific guidance is given on the frequency, content and appearance of local authority newsletters, newssheets and similar publications.

5. A draft amended Guidance Note has been prepared for the consideration of the Committee and is shown in the Appendix to this report. The Note is designed to reflect the principles referred to above whilst also providing a framework which enables the Council to explain what it does and why.

Recommendation

The Committee is requested to:

1. Note and endorse the Guidance Note or advise on any desired changes.
2. Agree that copies be sent to all Members, Chief Officers and Heads of Service.
3. Recommend the Council to formally adopt the Guidance Note on Council Publicity and agree that it be included in the Constitution in place of the previous version

GUIDANCE NOTE ON COUNCIL PUBLICITY

1. PURPOSE

- To assist members and officers to ensure that all publicity materials issued and promotional activity undertaken by the Council, or using Council resources, is in accordance with the Government's Code of Recommended Practice on Local Authority Publicity and complies with the law.
- To provide a framework for the use of Council publicity which enables the Council to explain what it does and why, by ;
 - increasing public awareness of the services the Council provides
 - allowing local people a real and informed say about local issues that affect them
 - explaining to electors and local tax payers the reasons for particular policies and priorities
 - improving local accountability
- This guidance supplements the Code, but does not replace it, and the Code takes precedence.

2. APPLICATION

This guidance applies to;

- All publicity including materials produced and promotional activity undertaken using Council resources
- Such publicity materials produced and promotional activity undertaken by other organisations, including community groups, where the publicity materials or promotional activity are provided with Council assistance

This guidance does not apply to;

- publicity produced using other resources, e.g. newsletters issued by community or political groups or by individual Councillors, using their own resources

NB Councillors must still take care to ensure that publicity they issue independent of the Council is consistent with the Code of Conduct, including the requirement to show respect for others

Council resources include resources that are owned, maintained or paid for by the Council in whatever form, and include;

- funding
- officer time and assistance
- premises, including notice-boards and display areas
- equipment, including use of copiers faxes and printers
- stationery
- advertising arrangements provided by or on behalf of the Council

3. PUBLICITY

Publicity includes;

Communications and activity intended to provide information to the public or a section of the public about the organisation's activity, such as

- Leaflets and brochures
- Newsletters
- Residents' magazines
- Notices, advertisements, banners and placards
- Websites and social media, such as
 - Blogs
 - Facebook
 - Twitter
 - LinkedIn

Activities intended to engage the public in providing them with information about the organisation's activity, such as;

- Events
- Exhibition stands
- Distribution of promotional materials including
 - Publications
 - promotional literature
 - promotional gifts, pens, bags etc

PRINCIPLES OF PUBLICITY

Council Publicity will be lawful, cost-effective, objective, even-handed, appropriate, have regard to equality and diversity, and be issued with care during periods of heightened sensitivity;

Cost Effective

- Publicity will be designed to achieve maximum value for money, and the availability of cost-neutral alternatives will be considered and used where possible
- Where publicity is already available from another public authority, the council will issue publicity only where this provides additional value, for example by putting a national issue in a local context.
- Appropriate expert advice will be taken before embarking on a publicity campaign involving very large expenditure. Advisors may include economic analysts, public relations or other experts.
- The purchase of advertising space will not be used as a method of subsidising voluntary, public or commercial organisations.

Objective and even-handed

- Publicity describing the Council's policies and aims will be balanced, objective, and factually accurate and may include explanation of the reasons for adopting the policy or aim.

- Publicity relating to policies and proposals from central government will be balanced, objective and factually accurate. The Council's views and reasons for holding those views may be publicised
- Publicity will not include material likely to be perceived by readers as constituting a political statement, or being a commentary on contentious areas of public policy
- Publicity about matters that are politically controversial will seek to present the different points of view in a way that is fair and objective.
- Publicity may be issued to correct material issued by other parties if this is incorrect or misleading. This will seek to explain the facts in an objective manner.
- The Council will not issue publicity whose primary purpose is to persuade the public to hold a particular view on a question of policy.
- Advertising material paid for by the council will be clearly identified as being advertising, and will not be issued in any publication owned or controlled by a political party.
- Publicity about the work of the Mayor and Deputy Mayor will illustrate the civic role of first citizen and demonstrate how they carry out their responsibilities on behalf of the city as a whole.
- Other than at times of heightened sensitivity in the period before elections and referendums, publicity about the work of individual Councillors may be produced where this reflects work done by that Councillor to achieve positive improvements for the community in their local area and the Council may present the views of those individuals on local issues. Such publicity will not seek to affect public support for the individual member but to promote public awareness of the role of the councillor in the ward. If the views expressed by or attributed to individual councillors do not reflect the views of the local authority itself, the publicity will make this fact clear.

Appropriate

- The Council may host social media sites including publicity prepared by third parties, such as blogs and forums maintained by individual Councillors independently of the Council.
- If a Councillor prefers to maintain an individual council website, this will be subject to editorial control by the council and must not contain material of a political nature
- It is acceptable for material on hosted sites to include logos of the third parties' political parties or other organisations
- The Council will maintain arrangements to ensure any hosted material is moderated and that unacceptable material is removed
- The Council will not seek to influence public officials, MPs, political parties, members of political parties, or the Government by paying for the use of lobbyists or for stands or displays at political party conferences
- publicity, in hard copy or online, will be clearly identified as the product of the council, and printed materials will indicate this on the front page
- Publicity will be designed to be discernibly different from a commercial publication, and will include only material about the business, local

services and facilities provided by the Council and other local service providers

- Council publications such as newsletters will be issued no more often than quarterly, and will be issued less frequently where this meets the aim of the communication

Lawful, and having regard to equality and diversity

- Publicity that appears to be designed to affect public support for a political party (whether or not this is the intention) will not be issued by or on behalf of the Council.
- Publicity will be designed to ensure that relevant information reaches sections of the community in the way that best meets their needs
- Publicity will be made freely available on request, in a format that is accessible to the individual or group
- Positive publicity seeking to influence local views in relation to health, safety, crime prevention, race relations, equality, diversity and community issues may be issued where the law allows
- All relevant publicity will be designed to promote the Council's duty to eliminate discrimination, advance equality and foster good relationships within and across communities

PRINCIPLES OF PUBLICITY BEFORE AN ELECTION OR REFERENDUM

During the period between the publication of the notice of election and the day of polling additional principles apply;

- The Council will continue to respond to events and legitimate service enquiries giving answers that are factual and not party political.
- Publicity will not be published on controversial issues nor will views or proposals be reported in such a way that identifies them with any individual members or groups of members.
- Publicity relating to individuals involved directly in the election will not be published by the Council during this period unless expressly authorised by or under statute.
- The Council will suspend hosting of materials produced by third parties, including Councillors' social media sites, and public forums
- The Council will not publish information about the work done by individual Councillors, including information about their views on local issues, during this period
- Councillors are free to issue their own political publicity under the electoral rules, so long as this does not involve the use of Council resources
- The Council will seek to plan its business so as to avoid the need to arrange events involving Members during this period.

FOOTNOTE

Section 2 of the Local Government Act 1986 - local authorities are not permitted to issue material that 'in whole or in part, appears to be designed to affect public support for a political party.

ACTION TAKEN ON PETITIONS

Council Members are asked to note the action taken in relation to the under mentioned petitions which were presented to Council.

(i) Petition from the residents of Corporation Road objecting to the installation of a waste site. Presented by Councillor Michael Mordey on 5th October 2011

The Deputy Chief Executive has advised the Lead Petitioner and Councillor Mordey that, as the petition related to an active planning application by SITA UK Ltd for a Waste Transfer Station at Jack Crawford House, the application (11/02320/FUL) would be determined by the Development Control (South Sunderland) Sub-Committee on Tuesday 1st November. The petition would be treated as an objection and would be taken account of in the material brought to the attention of the Sub-Committee to aid it in its consideration of the application.

(ii) Petition from residents of Vicarsholme Close requesting the closure of a footpath between numbers 6 and 7 Vicarsholme Close, Doxford Park. The lead petitioner alleged that the footpath gave rise to crime and anti-social behaviour. Presented to Council by Councillor Errington on 24th March 2011

The petitioners request that the footpath, between numbers 6 and 7 Vicarsholme Close be closed could not be promoted due to the expressed level of objection to closure/gating of the footpath and Government Legislation not being met; therefore, the footpath will remain open and available for public use. However, it is proposed the lead petitioners' concerns are addressed by way of mitigation measures. The lighting levels in the area have been investigated by the Council's PFI street lighting and highway signs contractor and Aurora have installed an additional lighting column next to no. 6 Vicarsholme Close to further improve lighting levels around the footpath. In addition, pruning works are now complete, to enhance lighting levels from the existing columns.

Councillor Errington and the lead petitioner have been notified of the decision.

NOTICE OF MOTION

Council Members are asked to consider the undermentioned Motion:-

(i) Notice of Motion – Trades Union Officials

This Council understands and recognises the valuable role played by Trades Unions in ensuring effective industrial relations and reaffirms the principle of providing reasonable support to Trades Unions including time off for stewards for this purpose.

However, this Council believes that given the current state of the public finances and the ability of Trades Unions to raise their own funds through membership fees, taxpayer subsidy of full time Trade Union officials should now be brought to an end.

Councillor R. Oliver
Councillor G. Howe
Councillor R. Francis
Councillor P. Wood
Councillor A Wright