

CIVIC CENTRE,
SUNDERLAND
17 March 2014

TO THE MEMBERS OF SUNDERLAND CITY COUNCIL

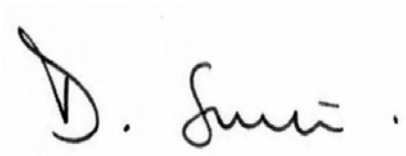
YOU ARE SUMMONED TO ATTEND A MEETING of Sunderland City Council to be held in the Council Chamber, Civic Centre, Sunderland, on **WEDNESDAY 26 MARCH 2014 at 6.00 p.m.**, at which it is proposed to consider and transact the following business:-

Item	Page
1. To read the Notice convening the meeting.	-
2. To approve the minutes of the meeting of the Council held on 5 March and those of the Extraordinary meeting held on 7 March 2014 (copies herewith).	1 11
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 Human Resources Committee (copy herewith).	13
8. Written Questions (if any) under Rule 8.2.	-
9. To receive a report on action on petitions.	29
10. To consider the attached motions.	35

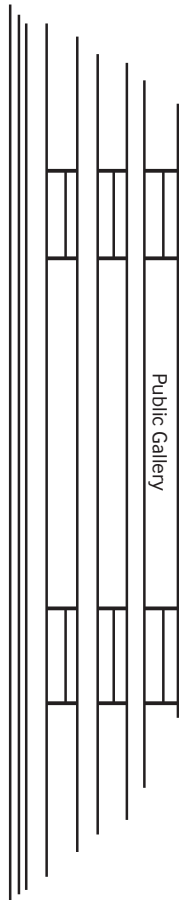
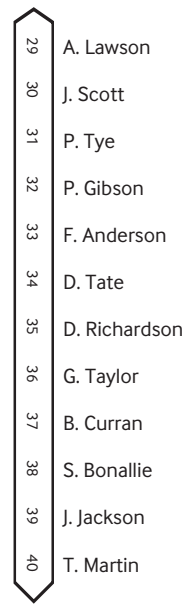
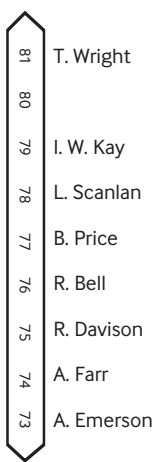
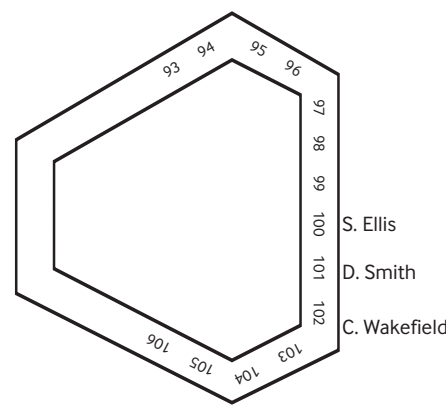
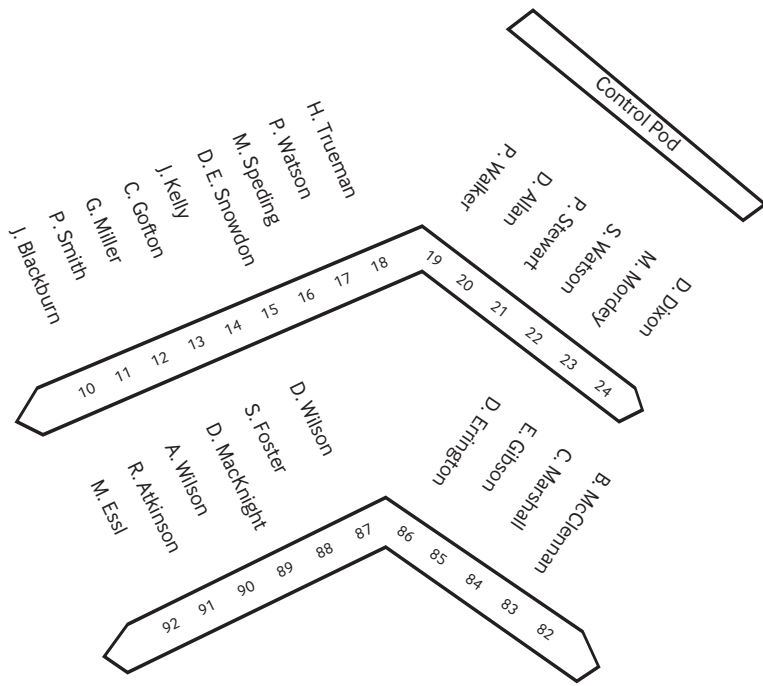
Contact: Christine Tilley, Governance Services Team Leader Tel: 0191 561 1345
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Information contained in this agenda can be made available in other languages and formats on request.

11.	To consider the undermentioned reports:-	39
(i)	Quarterly Report on Special Urgency Decisions – Report of the Leader of the Council (copy herewith);	41
(ii)	Appointments – Scrutiny Committee, Independent Persons, Northeast Disabilities Resource Centre, Wear Water Sports Clubs Association – Report of the Head of Law and Governance (copy herewith); and	43
(iii)	Appointment – Combined Authority - Report of the Head of Law and Governance (copy herewith).	47



CHIEF EXECUTIVE

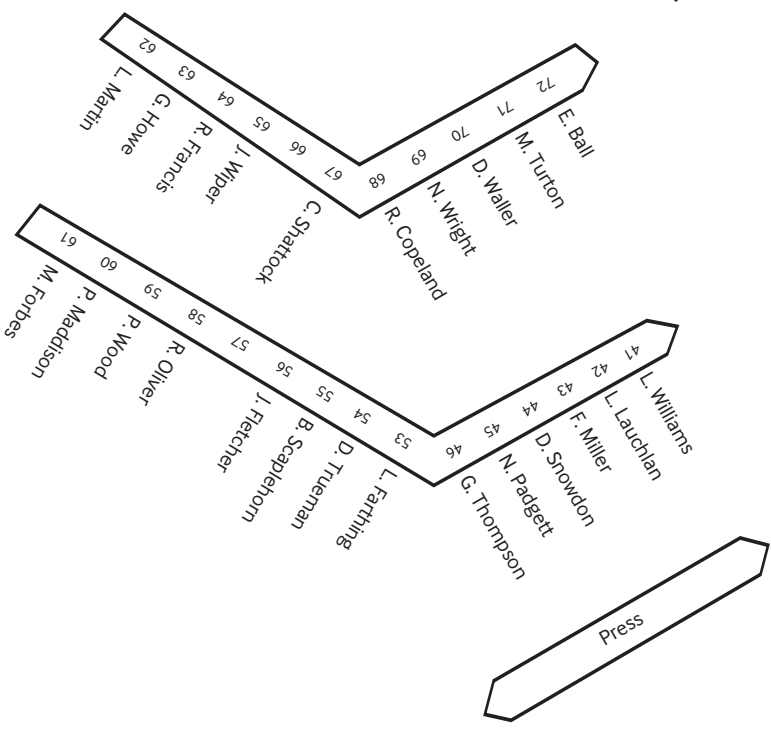
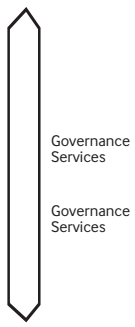


Head of Law and Governance
E. Waugh

Mayor
R. Heron

Chief Executive
D. Smith

Deputy Mayor
S. Porthouse



Minutes

Sunderland City Council

At a meeting of SUNDERLAND CITY COUNCIL held in the CIVIC CENTRE on
WEDNESDAY 5 MARCH 2014 at 2.00pm

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

Councillors	Allan	Gibson, P	Mordey	Thompson
	Bell	Gofton	Oliver	Trueman, H
	Blackburn	Jackson	Price	Turton
	Bonallie	Kay	Richardson	Walker
	Copeland	Kelly	Scanlan	Watson, P
	Curran	Lawson	Scott	Watson, S
	Davison	MacKnight	Shattock	Williams
	Dixon	McClennan	Smith, D	Wilson, A
	Emerson	Maddison	Smith, P	Wilson, D
	Fletcher	Martin, L	Snowdon, D E	Wood
	Forbes	Martin, T	Speding	Wright, N
	Francis	Miller, F	Tate	Wright, T
	Gibson, E	Miller, G	Taylor	

The Notice convening the meeting was read.

The Mayor having noticed that a camera was being used in the Public Gallery asked those present if they had any objections to being filmed. No objections were received.

Minutes

45. RESOLVED that the minutes of the last ordinary meeting of the Council held on 29 January 2014 be confirmed as a correct record.

Declarations of Interests

The Mayor reminded members that dispensations had been granted to members of the Council to enable them to speak and vote on setting the Budget and Council Tax.

The following Councillors declared interests as follows: -

Item 6 (i) – Report of the Cabinet – Capital Programme 2014/2015 and Treasury Management Policy and Strategy 2014/2015, including Prudential Indicators for 2014/2015	Councillor Fletcher Councillor Lawson Councillor A. Wilson	Board Member of CSSL and Sunderland Care and Support
	Councillor Heron	Chair of Governors, Bernard Gilpin School
	Councillor Price	Member of the Tyne and Wear

to 2016/2017 and Item 6
(ii) – Revenue Budget
and Proposed Council
Tax for 2014/2015 and
Medium Term Financial
Strategy 2014/2015 to
2016/2017

Councillor Williams

Fire and Rescue Authority
Governor of Millfield Nursery
and Southwick Primary School
Governor of Lambton Primary
School

Councillor T Wright

Chairman of the Tyne and Wear
Fire and Rescue Authority, Vice
Chairman of the Empire Theatre
Trust, Vice Chairman of Gentoo
Sunderland Ltd, Chairman of
Pennywell CA.

Announcements

The Mayor announced that today marked the 30th anniversary of the start of the 1984/85 Miners Strike. He paid tribute to the former striking miners, their families and supporters and in particular to the two people who died on the picket line.

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Anderson, Atkinson, Ball, Ellis, Errington, Essl, Farr, Farthing, Foster, Howe, Lauchlan, Marshall, Padgett, Scaplehorn, D. Snowdon, Stewart, D. Trueman, Tye, Wakefield, Waller and Wiper.

The Cabinet reported as follows: -

That they had referred the initial proposals on these matters to the Scrutiny Committee which supported the recommendations set out in the report to the Cabinet dated 15 January 2014.

That they had also subsequently, on 7 February 2014, submitted the report referred to in item 1 to the meeting of the Audit and Governance Committee and also the reports referred to in items 1, 2 and 3 to the Scrutiny Committee on 13 February 2014.

The Scrutiny Committee, having expressed its disappointment with the final Local Government Finance Settlement for 2014/2015, commented that, having considered the proposals, it was happy to support the detail within the Budget and Service reports and therefore supported the Cabinet recommendation to Council that the budget proposals be approved.

The Scrutiny Committee thanked the Head of Financial Resources and her team for the work they had carried out to prepare the budget proposals in such difficult financial circumstances.

Subsequently the precept figures of the Tyne and Wear Fire and Rescue Authority (TWFA) and the Police and Crime Commissioner Northumbria (PCCN) had been confirmed as those set out in the report to Cabinet on 12 February 2014. For both the Tyne and Wear Fire and Rescue Authority and the Police and Crime Commissioner this would mean a freeze in the precept level for 2014/2015.

The Council noted that in relation to the report numbered 2 below entitled “Revenue Budget and Proposed Council Tax for 2014/2015 and Medium Term Financial Strategy 2014/2015 to 2016/2017”, Appendix G had not been printed with this item, but the recommendation, which included all of the substantive content of the report, was set out in full at item 3 below.

1. Capital Programme 2014/2015 and Treasury Management Policy and Strategy 2014/2015, including Prudential Indicators for 2014/2015 to 2016/2017

That they had given consideration to a joint report of the Chief Executive and Head of Financial Resources and recommended that approval be given to:

- (i) the proposed Capital Programme for 2014/2015
- (ii) the Treasury Management Policy and Strategy for 2014/2015 (including specifically the Annual Borrowing and Investment Strategies)
- (iii) the Prudential Indicators for 2014/2015 to 2016/2017
- (iv) the Minimum Revenue Provision Statement for 2014/2015.

The Audit and Governance Committee had been consulted specifically on the Treasury Management Policy and Strategy for 2014/2015 and had been pleased to note that there were no major changes proposed to the overall Strategy and that the careful and prudent approach adopted by the Council in previous years would continue.

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

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

Accordingly the Cabinet recommended the Council to approve:-

- (i) the proposed Capital Programme for 2014/2015
- (ii) the Treasury Management Policy and Strategy for 2014/2015 (including specifically the Annual Borrowing and Investment Strategies)
- (iii) the Prudential Indicators for 2014/2015 to 2016/2017
- (iv) the Minimum Revenue Provision Statement for 2014/2015.

2. Revenue Budget and Proposed Council Tax for 2014/2015 and Medium Term Financial Strategy 2014/2015 to 2016/2017

That they had given consideration to a joint report of the Chief Executive and the Head of Financial Resources on:

- (i) the overall revenue budget position for 2014/2015;
- (ii) the projected balances position as at 31st March, 2014 and 31st March, 2015 and advise on their level;
- (iii) a risk analysis of the Revenue Budget 2014/2015;
- (iv) a summary of the emerging medium term financial position facing the Council from 2015/2016 to 2016/2017;
- (v) views received from the North East Chamber of Commerce and Trade Unions.

They had therefore recommended that the Revenue Budget for 2014/2015, as set out at Appendix K, be approved.

3. Determination of Council Tax 2014/2015

That they had given consideration to a report of the Head of Financial Resources making, subject to the approval of the Revenue Budget 2014/2015 (as set out at item 2 above), recommendations with respect to Council Tax levels for 2014/2015, and advising that the Council Tax had been calculated using the tax bases for the areas of the City Council and Hetton Town Council as approved by Council on 29 January 2014, and setting out a number of resolutions required to be made to determine the Council Tax, including the confirmed precepts from the Major Precepting Authorities and the Parish of Hetton Town Council.

They therefore recommended that the report having advised of the statutory requirements to recommend to Council a proposed Council Tax Requirement which for Sunderland will mean a freeze to the Council Tax for 2014/2015, Council confirm the Council Tax Requirement for its own purposes is £76,564,392 (excluding Parish precepts), and

- i) it be noted that at its meeting on 29 January 2014 the Council approved the following amounts for the year 2014/2015 in accordance with the amended regulations made under Section 31B(3) of the Local Government Finance Act 1992 (the 'Act'):
 - a) £64,559 being the amount calculated by the Council, in accordance with the above regulation of the Local Authorities (Calculation of Council Tax Base) Regulations 1992, as amended by Local Authorities (Calculation of Tax Base) (Amendment)

(England) Regulations 2012, as its Council Tax Base for the year (Item T).

- b) £ 3,230 being the amount calculated by the Council, in accordance with the Regulations, as the amount of it's Council Tax Base for the year for dwellings in the area of the Parish of Hetton Town Council.

- ii) That the Council Tax Leaflet be made available via the Council's website rather than enclosed with Council Tax bills which reflects a relaxation of the rules and that, to meet timescales for publication, responsibility for finalising the document be delegated to the Head of Financial Resources in consultation with the Leader of the Council and the Cabinet Secretary.

- iii) That the following amounts be now calculated by the Council for the year 2014/2015 in accordance with Sections 31 to 36 of the Local Government and Finance Act 1992 as amended:
 - (a) £678,802,893 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (2) of the Act taking into account all precepts issued to it by Parish Councils.

 - (b) £602,196,156 being the aggregate of the amounts which the Council estimates for the items set out in Section 31A (3) of the Act.

 - (c) £76,606,737 being the amount by which the aggregate at iii (a) above exceeds the aggregate at iii (b) above, calculated by the Council, in accordance with Section 31A (4) of the Act, as its Council Tax Requirement for the year including Parish Precepts (Item R in the formula in Section 31A(4) of the Act)

 - (d) £1,186.6159 being the amount at iii (c) above (Item R) all divided by Item T (i (a) above), calculated by the Council, in accordance with Section 31B (1) of the Act, as the basic amount of its Council Tax for the year (including Parish precepts).

 - (e) £42,345 being the precept notified by Hetton Town Council as a special item under Section 34 (1) of the Act.

 - (f) £1,185.9600 being the amount at iii (d) above less the result given by dividing the amount at iii (e)

above by the Item T (i (a) above), calculated by the Council, in accordance with Section 34 (2) of the Act, as the basic amount of its Council Tax for the year for dwellings in those parts of its area to which no Parish precept relates.

- (g) £1,199.0699 being the amount given by adding to the amount at iii (f) above the amount iii (e) divided by the amount at i (b) above, calculated by the Council in accordance with Section 34 (3) of the Act as the basic amounts of its Council Tax for the year for dwellings in the area of the Parish of Hetton Town Council.

(h)

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

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

- iv) it be noted that for the year 2014/2015, the Tyne and Wear Fire and Rescue Authority and the Police and Crime Commissioner for Northumbria have confirmed the following amounts in precepts issued to the Council, in accordance with Section 40 of the Local Government Finance Act 1992, for each of the categories of dwellings as follows:

Valuation Bands	Precepting Authority	
	Police and Crime Commissioner for Northumbria	Tyne & Wear Fire and Rescue Authority
A	£ 57.74	£ 48.77
B	£ 67.36	£ 56.90
C	£ 76.99	£ 65.03
D	£ 86.61	£ 73.16
E	£105.86	£ 89.42
F	£125.10	£105.68
G	£144.35	£121.93
H	£173.22	£146.32

- v) having calculated the aggregate in each case of the amounts at (iii) h and (iv) above, and having received confirmation of the precept in paragraph (iv), the Council, in accordance with Section 30 (2) of the Local Government Finance Act 1992, hereby sets the following amounts as the amounts of Council Tax for the year 2014/2015 for each of the categories of dwellings shown below:

Valuation Band	Parts of the Council's Area	
	Hetton Town Council	All other parts of the Council's Area
A	£ 905.89	£ 897.15
B	£ 1,056.87	£ 1,046.67
C	£ 1,207.86	£ 1,196.21
D	£ 1,358.84	£ 1,345.73
E	£ 1,660.81	£ 1,644.79
F	£ 1,962.77	£ 1,943.83
G	£ 2,264.73	£ 2,242.88
H	£ 2,717.68	£ 2,691.46

- vi) to note that under Section 52ZB of the Local Government Finance Act 1992, the Authority's relevant basic amount of council tax for 2014/2015 is not excessive in accordance with the principles determined under Section 52ZC(1) of the Act.

(i.e. the proposed Council Tax Freeze for 2014/2015 means that the Council does not need to hold a referendum on its proposed council tax. The regulations set out in Section 52ZC of the Local government Finance Act 1992 requires all billing authorities (councils and precept authorities (i.e. Fire and Police authorities)) to hold a referendum on their proposed level of basic Council Tax each year if they exceed government guidelines set out annually.

For 2014/2015 the guideline increase for the council was 2%.

As the council is proposing a council tax freeze for 2014/2015 then the above regulations have no impact for 2014/2015.)

It was then moved by Councillor P. Watson and seconded by Councillor H. Trueman that the report of the Cabinet be approved and adopted. Councillor H. Trueman moved that the time limit for the Leader's speech to the motion be extended and upon being put to the meeting this procedural motion was agreed.

In response to an enquiry from the Mayor, it was confirmed that there were no amendments to be moved. A general discussion then ensued following which the motion to approve and adopt the report of the Cabinet was put to the vote and carried unanimously with 53 Members voting in favour as follows: -

The Mayor (Councillor Heron)

The Deputy Mayor (Councillor Porthouse)

Councillors	Allan	Gibson, P	Mordey	Thompson
	Bell	Gofton	Oliver	Trueman, H
	Blackburn	Jackson	Price	Turton
	Bonallie	Kay	Richardson	Walker
	Copeland	Kelly	Scanlan	Watson, P
	Curran	Lawson	Scott	Watson, S
	Davison	MacKnight	Shattock	Williams
	Dixon	McClennan	Smith, D	Wilson, A
	Emerson	Maddison	Smith, P	Wilson, D
	Fletcher	Martin, L	Snowdon, D E	Wood
	Forbes	Martin, T	Speding	Wright, N
	Francis	Miller, F	Tate	Wright, T
	Gibson, E	Miller, G	Taylor	

With no Members voting against and no abstentions, accordingly it was:-

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

(Signed) R. HERON
Mayor

Sunderland City Council

At an EXTRAORDINARY MEETING of SUNDERLAND CITY COUNCIL held in the CIVIC CENTRE, SUNDERLAND on FRIDAY 7 MARCH 2014 at 2.00p.m.

Present:- The Mayor (Councillor Heron) in the Chair

Councillors	Allan	Kay	Scanlon	Turton
	Bell	Kelly	Scott	Wakefield
	Blackburn	Lawson	P. Smith	P. Watson
	Bonallie	Macknight	D. Snowdon	S. Watson
	Curran	L. Martin	D.E. Snowdon	Williams
	Dixon	T. Martin	Speding	A. Wilson
	Francis	Mordey	Tate	Wiper
	E. Gibson	Oliver	Thompson	Wood
	P. Gibson	Porthouse	D. Trueman	N. Wright
	Gofton	Price	H. Trueman	Wright, T.H.
	Jackson	Richardson		

The Notice convening the meeting was read.

The Deputy Mayor 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, Atkinson, Ball, Copeland, Ellis, Emerson, Errington, Farr, Foster, Lauchlan, McClennan, Maddison, Marshall, F. Miller, G. Miller, Padgett, Scaplehorn, Shattock, D. Smith, Taylor, Tye, Walker, Waller and D. Wilson.

Freedom of the City – Mr Trevor Mann, CBE – Report of the Chief Executive

The Chief Executive submitted a report (copy circulated) inviting the Council to formally confer the Honorary Freedom of the City upon Mr Trevor Mann, CBE.

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

It was then moved by Councillor P Watson, and duly seconded by Councillor Oliver, that that the Council formally confer the Honorary Freedom of the City upon Mr Trevor Mann, CBE. Councillor Wakefield also spoke to the motion. On being put to the meeting the motion was unanimously agreed and it was :-

47. 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 Mr Trevor Mann, CBE as a token of the honour and esteem in which he is held by the citizens of Sunderland and in recognition of the example of achievement he sets to the city's young people, and his personal contribution to the economic well being of the city and people of Sunderland.

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

The Mayor then presented Mr Mann with an illuminated copy of the Council's resolution.

Mr Mann responded appropriately.

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

(Signed) R. HERON,
Mayor.

Report of the Human Resources Committee

The HUMAN RESOURCES COMMITTEE reports and recommends as follows:-

1. Localism Act 2011 – Pay Policy Statement 2014-2015

That they have given consideration to a report of the Director of Human Resources and Organisation Development (copy attached) on an update and a proposal to publish the Pay Policy Statement for 2014-2015, a draft of which is set out in the report, in line with the requirements of the Localism Act 2011.

Accordingly the Committee recommends the Council to approve the Pay Policy Statement 2014-2015 and its subsequent publication on the Council's website by 31 March 2014.

Human Resources Committee

13 March 2014

Localism Act 2011 – Pay Policy Statement 2014-2015

Report of the Director of Human Resources & Organisation Development

1.0 Purpose of Report

- 1.1 To recommend approval of the draft Pay Policy Statement 2014-2015, for subsequent adoption by Council and publication by 31st March 2014.

2.0 Background

- 2.1 In February 2012 Personnel Committee considered the pay transparency implications of the Localism Act 2011, including the requirement to produce and publish an annual Pay Policy Statement. Personnel Committee formally agreed this for recommendation to Cabinet. This was subsequently agreed by Cabinet and adopted by Council on 28th March 2012 and was published on the Council's website by 31st March 2012.
- 2.2 In February 2013 Human Resources Committee formally agreed the updated policy for 2013-14, for recommendation to Cabinet. This was subsequently agreed by Cabinet and adopted by Council on 27th March 2013 and was published on the Council's website by 31st March 2013.
- 2.3 The policy needs to be updated and published for 2014-15.
- 2.4 The 2013/14 Pay Policy is currently published on the Council's website, alongside the Statement of Accounts. This can be accessed at: <http://www.sunderland.gov.uk> and search for Senior Pay, or Website URL: <http://www.sunderland.gov.uk/index.aspx?articleid=4994>
- 2.5 There continue to be both required and discretionary elements to the statutory pay policy :
- (i) Required elements:
- The level and elements of remuneration for each chief officer (including salary, bonuses and benefits in kind).
 - The remuneration of its lowest-paid employees (together with its definition of "lowest paid employees" and its reasons for adopting that definition).
 - The relationship between the remuneration of its chief officers and other officers.

- Other specific aspects of chief officers' remuneration: remuneration on recruitment, increases and additions to remuneration, the use of performance-related pay and bonuses, termination payments, and transparency (ie publication of and access to information relating to their remuneration).

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

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

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

2.6 The Government has very recently set out its response to consultation on its proposals to update the Code of Recommended Practice for Local Authorities on Data Transparency, setting out both mandatory information which must be published, and information recommended for publication. The HR implications of the mandatory information are the annual publication of:

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

The majority of this HR information is already published (with the exception of the Trade Union facility time). The final revisions to the Code and implementation dates are not yet known. They do not affect the content of the draft Pay Policy Statement 2014-15.

3.0 Proposal

- 3.1 The proposed draft Pay Policy Statement 2014-2015 is attached as an Appendix to this report. The amendments in comparison with the 2013-14 Pay Policy Statement are minimal. Changes are confined to dates, and deleting references to posts that have been deleted, etc.

4.0 Consultations

- 4.1 The Executive Management Team have been consulted about the content of the proposed Statement and their suggested amendments were incorporated into the draft.

5.0 Recommendations

- 5.1 It is recommended that Human Resources Committee formally agree the attached draft Pay Policy Statement 2014-15 for adoption by Council and publication by 31st March 2013.

DRAFT Pay Policy Statement 2014-15

Summary of Contents

1. Introduction
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 - 2.2 Pay Awards
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5. Pay relationship between Chief Officers, lowest paid employees and the wider workforce
 - 5.1 Pay ratio
 - 5.2 Pension Contributions
 - 5.3 Pay policy decisions for the wider workforce
6. The Approach towards Payment for those Officers Ceasing to Hold Office Under or be Employed by the Authority

1. Introduction and Purpose

1.1 Aims and Purpose

This document sets out the Council's pay policy for 2014-15 aimed at supporting the remuneration of the workforce in a fair and transparent way. This Pay Policy Statement has been produced having regard to Government Guidance issued under section 38 of the Localism Act 2011. The policy is subject to annual review and must be approved by full Council for each financial year from 2012-13 onwards. It will be published on the Council's website as soon as reasonably practicable after approval or amendment.

It sets out:

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

The Code of Recommended Practice for Local Authorities on Data Transparency, published in September 2011 by the Government also sets out key principles for local authorities in creating greater transparency through the publication of public data. As part of the code, the Government recommends that local authorities should publish details of senior employee salaries.

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

<http://www.sunderland.gov.uk> and search for Senior Pay,
or

Website URL: <http://www.sunderland.gov.uk/index.aspx?articleid=4994>

1.2 Not in Scope

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

1.3 Other legislation relevant to pay and remuneration

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

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

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

1.4 Context

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

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

2.1 Pay Structure

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

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

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

2.2 Pay Awards

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

2.3 Grading of posts

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

2.4 Appointment to new and existing posts

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

2.5 Market Pay

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

2.6 Temporary pay supplements

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

3. Senior Management Information

3.1 Definition of Senior Management

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

Specifically:

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

3.2 Key Principles

- i) The Chief Officer pay policy is designed to be easily understood and be transparent to the post holders, key stakeholders and the public. The structure and level of the pay arrangements is designed to enable the Council to attract, motivate, and retain key senior talent for the authority.
- ii) The policy is based upon salaries with clear differentials between levels of work/job size, within a range that is affordable now, will remain so for the medium term, and will be subject to review to ensure it continues to remain fit for purpose. It is intended that the authority will market test the rates of pay when vacancies arise, as part of consideration on whether or not roles continue to be required within the context of the Council's priorities and commitments at that time.
- iii) These posts do not attract performance related pay, bonuses or any other additions to basic salary. This approach enables the Council to assess and budget accurately in advance for the total senior pay bill over a number of years.
- iv) In setting the pay policy for senior staff, a market position has been established that aims to attract and retain the best talent available at a senior level within a national recruitment context, to lead and motivate the Council's workforce that is rewarded under a nationally agreed negotiating framework.
- v) The remuneration for roles at this level have all been set following independent advice from external consultants, Aquarius:
www.aquariusconsultants.com
- vi) Other terms and conditions of employment for this group are as defined within the Joint Negotiating Committee for Chief Officers of Local Authorities Conditions of Service handbook, with discretion to set actual pay levels at a local level, but within a national negotiating framework. These national provisions are supplemented by the Council's local employment policies. These posts are part of the nationally defined Local Government final salary pension scheme.

3.3 Individual elements of the remuneration package:

- a) Chief Executive
The current salary of the post is £175,699.
- b) Deputy Chief Executive and Executive Directors
The current salary of these posts fall within a range of £107,572, rising to a maximum of £128,063. The current posts are: Deputy Chief Executive; Executive Director of Commercial and Corporate Services; and Executive Director of People Services.
- c) Deputy Executive Directors and Corporate Directors
The current salary of these posts fall within a range of £81,960 - £97,327. The current posts are Assistant Chief Executive; Director of Communications and Corporate Affairs; Director of Human Resources and Organisational Development; and Chief Operating Officer (People Services).
- d) The designated Monitoring Officer, which is the Head of Law and Governance, is paid within a range of £70,924 - £84,966.
- e) Heads of Service and other officers reporting directly to one of the statutory or non-statutory chief officers listed in (b), (c) and (d) above. The current salaries of these posts fall within four different ranges: Band 1 (£71,982 - £85,725); Band 2 (£63,325 - £75,863); Band 3 (£56,157 - £65,111) and Band 4 (£53,272 - £57,643).

The designated Returning Officer for the Council, who is the Head of Paid Service, also carries out the role of Acting Returning Officer at UK parliamentary elections and local returning/counting officer at European elections and at other referenda or electoral processes that occur from time to time. These additional roles usually carry an entitlement to payment from central government budgets at levels set by order in relation to each poll. The payment scales for national elections are set out in a Statutory Instrument laid before Parliament in respect of each individual election and are applied to both national and local elections. The Statutory Instruments are published on www.legislation.gov.uk

4. Lowest Paid Employee Information

4.1 Definition of Lowest paid employees

Those staff who are employed in jobs which are paid at Grade A level (spinal column point 5)(£12,435 per annum for a full time 37 hour week), this being the lowest salary paid to employees other than apprentices. This salary is only paid to newly appointed Cleaners for the first six months of service. The salaries attributable to apprentices depend on age and are those set out within the National Minimum Wage legislation. Given the specific nature of these appointments, the Council does not include apprentices within the definition of lowest paid employees for the purposes of this policy statement.

5. The relationship between the highest and lowest paid employees

5.1 Pay Multiples

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

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

- The provision of wide ranging services to 275,743 residents of Sunderland.
- An overall budget of £678.8 million for service delivery.
- Undertaking the role of the Head of Paid Service to 8,290* employees. (* Figures include maintained schools. This data is accurate at 1st February 2014 but reduces on a week by week basis).
- Lead Policy Advisor to the Council's 75 Elected Members.

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

The ratio between the pay of the Chief Executive in Sunderland City Council and the lowest paid workers is 14.12:1. This meets the Government expectation that the pay multiple relationship should be below 20:1 in local government.

5.2 Pension Contributions

During 2013-14 the employer will contribute 14.4% of pensionable pay to the pension fund for all employees in the Local Government Pension Scheme. Employees also pay a contribution of between 5.5% and 7.5%.

5.3 Pay Policy Decisions for the Wider Workforce

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

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

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

Action on Petitions

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) Farrington Residents Association – Petition to Sunderland City Council to Provide Additional Parking – Presented by Councillor Porthouse on 26 September 2012

“This petition to Sunderland City Council is for additional parking capacity in Farrington Estate. The estate was built before the concept of general public car ownership. In some streets the existing road network is inadequate and a danger to the public. On many occasions access for the Emergency Services and refuse vehicles is severely restricted. There are considerable grassed and paved areas where additional parking could be established at minimum cost.”

The petition was considered by the Head of Streetscene, who following investigations declined the proposal as the relatively high construction cost of the necessary works could not be justified. It is considered that the cost of providing additional parking by the removal of raised bitmac strip, at rear of footway in areas, replacing with flags and lay bitmac footway to front, changing current kerbs for splayed kerbs, is significant and could not be justified. The costs of these potential works, estimated to be in the region of £105,000 to £290,000 depending on option chosen, far outweigh any benefit to the local residents. This is supported by receiving no previous reports from residents, emergency services or other local services regarding the issues within the petition.

Although not providing additional parking, consideration was given to the placing of bollards around the radii on the corners of Amara Square and Alnwick Square to protect visibility splays and reduce obstructive parking. Given the relatively high cost of the scheme, the fact that there have been no reported accidents at this location and the scheme would actually reduce available parking the proposals can not be justified at this time.

At their meeting of 12th December 2013 West Area Place Board Members, acknowledged that the costs of the proposals are prohibitive when balanced against any minimal benefits likely to be gained from the proposals. Consequently they considered that the use of monies from the Strategic Initiatives Budget, as an alternative funding source, could not be justified at this time.

Councillor Porthouse and the petitioners have been notified.

(ii) Petition from the residents of Barmston Close – Presented by Councillor Padgett on 25 September 2013

"We the residents of Barmston Close in the Washington East Ward present this petition for the closure of the bridge at the bottom of Station Road in Columbia. If closure is not acceptable then we ask for road restrictions to be introduced. This road is now being used as a short cut by residents of Teal Farm and surrounding areas. The speed and type of traffic using this road is unacceptable and is a danger of residents living on Station Road."

Each sheet of signatures was headed with the following message: -

"This is a petition for the closure of the bridge at the bottom of Station Road which is being used as a short cut from Teal Farm and the surrounding area. It is a danger for pedestrians and wild life from the pond which venture on the road, one duck killed and another injured in one week by speeding cars, vans and wagons. Lots of school children use this road and one day there could be a nasty accident if a motorist swerves to avoid hitting one of the swans or ducks."

The petition was considered by the Head of Streetscene, who following investigations declined the request for the closure of Station Road to through traffic at the railway overbridge. However, the request for the introduction of road restrictions, an "Environmental Weight Limit" at this location as an alternative to the closure, is upheld.

A closure request has been made on three previous occasions and has been turned down each time following objections from two of the Emergency Services. In addition no injury accidents have been recorded by Northumbria Police in the last three years, and this road is considered to be relatively safe for the movement of traffic. However, given the nature and geometry of the road there is benefit in the introduction of an "Environmental Weight Limit" which would prohibit the driving of goods vehicles exceeding a maximum gross weight of 7.5T. Subject to a positive outcome to the required statutory consultations, a scheme is to be considered as part of the mass action element of the 2014/15 local transport programme of works.

Councillor Padgett and the petitioners have been notified.

(iii) Petition from Mrs D. Taylor and the "Hands off Sunderland Libraries" group stating their opposition to the closure of any Sunderland Library – Presented by Councillor H. Trueman on 25 September 2013

The petitioners stated their opposition to the closure of any Sunderland Library, their belief that library services are vital for all sectors of the community and that the most vulnerable, including children, are likely to lose out.

The Executive Director of People's Services has considered the petition. The Council notes the petitioners' concerns and is taking all necessary action to ensure that the new library services service model meets the needs of the people of Sunderland including those who will most benefit. During the consultation and planning processes a full Equality Impact Assessment was completed and is publicly available. The Council considered and identified mitigations for any potential negative impacts and sought additional detailed information from service users during the second phase of the consultation process. Reasonable measures have been put in place. For example the Books at Home service is offered to any customer who cannot make the journey to a static library because of disability.

Services are being delivered from 11 static service points, which are used by 88% of library customers and are being taken out into communities by a new Community Engagement Team, focusing on encouraging access by those who can most benefit, including children and their families.

The lead petitioner has been informed of the decision.

Notices of Motion

NOTICES OF MOTION

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

(i) Notice of Motion – Proposed Closure of the City’s Central Fire Station

This Council expresses its total opposition to the proposed closure of the city’s central fire station.

Councillor J.S. Wiper
Councillor P. Wood
Councillor G.E. Howe
Councillor L. Martin
Councillor R. Oliver
Councillor R. Francis
Councillor M. Forbes

(ii) Notice of Motion – Election Promises

This Council notes the catalogue of failed Tory 2010 election promises.

Councillor P. Watson
Councillor M. Speding
Councillor H. Trueman
Councillor P. Gibson
Councillor L. Farthing
Councillor G. Thompson
Councillor A. Emerson
Councillor D. MacKnight
Councillor J. Kelly
Councillor S. Bonallie
Councillor C. Gofton

Reports

Quarterly Report on Special Urgency Decisions**Report of the Leader**

The Council's Constitution requires that a quarterly report be submitted to Council on executive decisions which have been taken as a matter of special urgency. This requirement is now contained in Regulation 11 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012.

This is the special urgency provision under which key decisions may be taken by the executive, although not contained in the 28 day Notice of Key decisions (whether proposed to be taken in public or private), where compliance with Regulation 10 (the general exception) was also impracticable.

There have been no such instances since the last report.

Recommendation

That the Council notes the content of this report.

**APPOINTMENTS - SCRUTINY COMMITTEE, INDEPENDENT PERSONS,
NORTHEAST DISABILITIES RESOURCE CENTRE, WEAR WATER SPORTS
CLUBS ASSOCIATION****Report of the Head of Law and Governance****1.0 Introduction**

- 1.1 The purpose of this report is to consider appointments to the vacant position of Church of England Diocese representative on the Scrutiny Committee, seek approval for the extension of the appointment of the Council's Independent Persons, consider an appointment as a Trustee to the Northeast Disabilities Resource Centre and an appointment to Wear Water Sports Clubs Association.

2.0 Scrutiny Committee

- 2.1 At the Annual Meeting of the Council on 16th May 2012, Members considered the appointment of persons to the statutory co-opted positions on the Scrutiny Committee. They approved the nomination of Ms. A. Blakey as the Roman Catholic Diocese representative and decided to leave the positions in relation to the Church of England diocese representative and the two Parent Governor representatives vacant for the time being.
- 2.2 Ms. R. Elliott and Ms. H. Harper were subsequently nominated as the two Parent Governor representatives on the Committee and these nominations were approved by Council at its meeting held on 30th July 2012.
- 2.3 The Church of England Diocese of Durham and Newcastle has now nominated Mr. Steve Williamson, Headteacher at Northern Saints Primary School, Sunderland to serve as its representative on the Committee.

3.0 Independent Persons

- 3.1 The Localism Act 2011 requires the Council to appoint at least one Independent Person, whose views must be sought and taken into account before the Standards Committee makes a decision in respect of an allegation against a Member which has been investigated. The Independent Person's views may also be sought by a Member who is the subject of a complaint.
- 3.2 The Council has two posts of Independent Persons which were advertised publicly and interviews carried out by a Panel drawn up from the Standards Committee. At its meeting on 30 July 2012, the Council appointed Mr. Anthony Atkinson and Mrs Sheeba Joseph to the posts for a period of two years, with provision for the Council to extend for a further period of three

years, without re-advertising. The allowances payable for the post (which do not form part of the Members' Allowances Scheme) were set at £1,000 per annum plus reasonable travel and subsistence expenses and it is proposed that this continues.

- 3.3 Mr. Atkinson and Mrs Joseph have provided valuable input and support to the Standards Committee and it is therefore recommended that their period of office be extended.

4.0 Northeast Disabilities Resource Centre

- 4.1 Correspondence has been received from the Managing Director of the Northeast Disabilities Resource Centre making a request for Councillor Michael Mordey to join the Resource Centre's Committee as a Trustee. Councillor Mordey has visited the Centre on an informal basis and following discussions with the Centre they wish to formalise the situation.
- 4.2 The Northeast Disabilities Resource Centre is a Charitable 'Day Care' centre whose premises are in Cork Street, Hendon, Sunderland. The charity has been in existence for 50 years, formerly Sunderland and District Scope and now the Northeast Disabilities Resource Centre (NDRC). The Centre supports people who have in the main cerebral palsy and has close connections with Social Services, working with them on the assessed needs of its members.
- 4.3 The Centre is governed by a small Committee made up from a Durham Councillor, an ex Sunderland Councillor and other professionals. It would like to strengthen its Committee for the future, but also at the same time believes this would improve the Centre's links with the Council to achieve mutual goals.

5.0 Wear Water Sports Clubs Association

- 5.1 A request has been received from Wear Water Sports Clubs Association for Councillor Christine Shattock to represent the Council at meetings of the Association. Councillor Shattock has attended the February meeting of the Association this year as an observer. Meetings are held quarterly in May, August, November and February.
- 5.2 The objects of the Association are to:-
- work together to support and promote the member organisations;
 - work collectively in partnership to develop and promote water based sports and activities;
 - work in partnership with the Port of Sunderland to promote and develop leisure water sports;
 - work in partnership with the City of Sunderland Council to promote and develop leisure water sports facilities and events;
 - promote the safe use of the river and sea for all water sports;
 - act as a consultation body on relevant legislation and regulations; and
 - work as a collective voice to market and promote the seafront and waterways.

5.3 The following clubs/organisations are Members of the Association:-

Cox Green Boat Club
Deptford Boat Club
Hudson Dock Boating and Yachting Association
Sunderland RNLI
Sunderland VLB
Sunderland Yacht Club
Sunderland Sea Scouts
Wear Boating Association
Marine activities Centre
Sunderland Coastguard

6.0 Recommendations:

6.1 The Council is accordingly recommended to:-

- (i) consider appointing Mr. Steve Williamson, Headteacher of Northern Saints Primary School, Sunderland to the vacant position of Church of England Diocese representative on the Scrutiny Committee;
- (ii) extend the period of appointment of Mr. Anthony Atkinson and Mrs Sheeba Joseph to the posts of Independent Persons as set out in the report for an additional period of three years so as to expire on 1st July 2017;
- (iii) consider the appointment of Councillor Michael Mordey as a Trustee on the Committee for the Northeast Disabilities Resource Centre; and
- (iv) consider the appointment of Councillor Christine Shattock as the Council's representative on the Wear Water Sports Clubs Association.

COUNCIL**26 MARCH 2014****APPOINTMENTS – COMBINED AUTHORITY****Report of the Head of Law and Governance****1.0 Introduction**

- 1.1 The purpose of this report is to seek approval for the appointment of the Council's representatives to The Durham, Gateshead, Newcastle upon Tyne, North Tyneside, Northumberland, South Tyneside and Sunderland Combined Authority (the Combined Authority). The report also seeks approval to delegate initial nominations to the committees of the Combined Authority following its creation to Cabinet.

2.0 The Combined Authority

- 2.1 On 24th July 2013 Council endorsed Cabinet's decision to agree the submission to Government of a Scheme for the creation of a Combined Authority consisting of the Tyne and Wear Councils along with Northumberland and Durham County Councils. Following a Government consultation, the Statutory Order creating the Combined Authority is due to be laid before Parliament imminently, with an anticipated start date during April 2014. As a Constituent Council, under the terms of the Order Sunderland is required to appoint a Member and a Substitute Member of the Combined Authority so that it can commence its functions once it is legally established. The Council is accordingly asked to appoint the Leader of the Council as the Member of the Combined Authority, and to appoint the Deputy Leader of the Council as the Substitute Member.
- 2.2 Once established the Combined Authority will require appointments to its committees, following approval of its Constitution on the first day it becomes operative under the Order. The draft Constitution provides for two members per Authority to sit on the Overview and Scrutiny Committee, and one Member per Authority to sit on the Audit and Standards Committee. There will also be a Transport North East Committee, which is to be a joint committee of the seven Authorities, together with a Transport North East (Tyne and Wear) Sub-Committee, which the Leader will make appointments to.
- 2.3 The nominations to the Overview and Scrutiny Committee and the Audit and Standards Committee will need to be made before the next Council meeting (Annual Council on 10 June 2014). Therefore a delegation to Cabinet is requested to facilitate the initial nominations, prior to Annual Council. Future nominations will be at Annual Council in the usual way.

3.0 RECOMMENDATIONS

- 3.1 The Council is recommended to:
- (i) Appoint the Leader of the Council as the Combined Authority Member;
 - (ii) Appoint the Deputy Leader of the Council as the Combined Authority Substitute Member; and

- (iii) Delegate authority to Cabinet to nominate Councillors to the Committees established by the Combined Authority, such delegated authority to operate in the period until Annual Council.