

SCRUTINY CO-ORDINATING COMMITTEE

AGENDA

Meeting to be held in the Civic Centre (Council Chamber) on Thursday, 11th November, 2021 at 5.30 p.m.

Membership

Cllrs Butler, Doyle, Hartnack, Heron, Hodson, D. MacKnight (Chairman), N. MacKnight, Mann, Mullen, O'Brien, P. Smith, D. Snowdon, D.E. Snowdon (Vice Chairman) and Thornton

| ITEM | | PAGE |
|------|--|------|
| 1. | Apologies for Absence | - |
| 2. | Minutes of the last meeting of the Committee held on 14th October, 2021 (copy attached). | 1 |
| 3. | Declarations of Interest (including Whipping Declarations) | - |
| | Part A – Cabinet Referrals and Responses | |
| | No items. | |
| | Part B – Scrutiny Business | |
| 4. | Internal Communications | 9 |
| | Report of the Assistant Director of Corporate Affairs (copy attached). | |

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| 5. | Work Programme 2021/22 | 38 |
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Report of the Scrutiny, Mayoral and Member Support
Co-ordinator (copy attached).

| | | |
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| 6. | Notice of Key Decisions | 44 |
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Report of the Scrutiny, Mayoral and Member Support
Co-ordinator (copy attached).

Part C – Health Substantial Variations to Service

No items.

Part D - CCFA/Members' Items/Petitions

No items.

E. WAUGH,
Assistant Director of Law and Governance,
Civic Centre,
SUNDERLAND.

3rd November, 2021.

At a meeting of the SCRUTINY CO-ORDINATING COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on THURSDAY 14th OCTOBER, 2021 at 5.30 p.m.

Present:-

Councillor D.E. Snowdon in the Chair

Councillors Butler, Doyle, Heron, Hodson, N. MacKnight, Mullen, O'Brien, P. Smith
D. Snowdon and Thornton

Also in attendance:-

Mr Jon Beaney, Senior Corporate Strategy Officer, Corporate Services Directorate
Mr Chris Binding, Local Democracy Reporter
Mr Nigel Cummings, Scrutiny Officer, Law and Governance, Corporate Services Directorate
Mr Paul Davies, Assistant Director of Business and Property Services, Corporate Services Directorate
Mr Jon Ritchie, Executive Director of Corporate Service
Ms Gillian Robinson, Scrutiny, Mayoral and Members' Support Co-ordinator, Law and Governance, Corporate Services Directorate
Mrs Christine Tilley, Community Governance Services Team Leader, Law and Governance, Corporate Services Directorate
Mrs Helen Townsend, Programme Manager, City Development

The Chairman welcomed everyone to the meeting.

Apologies for Absence

Apologies for absence were received from Councillors Hartnack, D. MacKnight and Mann.

Minutes of the last meeting of the Committee held on 16th September, 2021

It was noted that Councillor Heron's apologies had not been recorded in the minutes of the last meeting.

1. RESOLVED that the minutes of the last meeting of the Committee held on 16th September, 2021 (copy circulated), be confirmed and signed as a correct record but that Councillor Heron's apologies be included.

Performance Management Update – Quarter 1 of 2021/22

Councillor D. Snowdon referred to his request for a further breakdown on what the NVQ Level 4 qualifications were achieved in. He commented that he had been informed that Officers had queried the dataset and unfortunately there was no breakdown included for the NVQ Level 4 qualifications data set and that he found this unbelievable and disappointing.

Declarations of Interest (including Whipping Declarations)

Item 8 – Notice of Key Decisions

Councillor Doyle made an open declaration on item number 210728/613 due to his employer being involved in the project.

Variation of Agenda

The Chair suggested that items 5 and 6 on the agenda be considered prior to item 4 to allow those Officers to leave the meeting and it was:-

2. RESOLVED that the agenda be varied as above accordingly.

City Hall - Meeting Rooms

The Executive Director of City Development submitted a report (copy circulated) to provide the Scrutiny Co-ordinating Committee with an overview of the meeting room facilities in the new City Hall building.

(For copy report – see original minutes)

Mrs Helen Townsend, Programme Manager, City Development provided the Committee with a presentation which covered a number of key issues in relation to meeting spaces in the City Hall including:

- Meeting room resources;
- Collaborative meeting spaces;
- Technology available; and
- Booking system.

Councillor Mullen enquired what information had been received to show that there was a need for a room with a capacity of 120 people. He also asked what would happen should there be more demand than there were desks.

Mrs Townsend replied by saying that there was a need for a facility in which staff awards and other functions could be held and that there were records to show that bookings were being made costing the Council £30,000 a year to hire rooms which could cater for this capacity. The Council would be able to hire out the facility to others and bring in revenue.

With regards to the number of desks, they had worked closely with HR looking at the number of staff and how working arrangements had evolved. Teams had identified tasks which they needed to come into the office for, people would be using the building differently and some would be working all day at home.

The booking system had sensors and this would be analysed to check they had the typologies right.

There was going to be a phased relocation of staff to City Hall to assist with adjustment to the new building and new ways of working.

Councillor Mullen enquired whether there was going to be a different policy on bringing visitors into the building.

Mrs Townsend advised that she was not aware of this but that she would contact Facilities Management and get a reply back to Councillor Mullen.

Mrs Townsend confirmed in response to Councillor Heron that there would be a portable hearing loop system in the Committee rooms, Council Chamber and in Customer Services.

The Chair advised that a date was planned for Members to visit the new building when it had been cleared for public use and she hoped that Members would take up this opportunity to see the facilities.

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

3. RESOLVED that the information provided be received and noted and that arrangements be made for the Committee to visit City Hall on a suitable date.

European Union Exit - Update

The Assistant Director of Business and Property Services submitted a report (copy circulated) which provided an update to the Scrutiny Co-ordinating Committee with regard to the EU Exit.

(For copy report – see original minutes)

Mr Paul Davies, Assistant Director of Business and Property Services, briefed the Committee on the report highlighting that the EU had been ready to impose its import controls at the end of the Transition Period and, hence, UK exports to the EU had been subject of full customs import controls on entering the EU since 1 January 2021.

Mr Davies referred Members to the timetable revisions set out at Paragraph 3 for introducing import border control processes, with controls on most EU imports now effective from 1 January 2022 and pointed out that there might be an impact from these controls after this date in terms of delays being experienced in the supply chain.

Mr Jon Beaney, Senior Corporate Strategy Officer, Corporate Services Directorate reiterated that the processes associated with the UK EU exit were not complete yet

and there would be checks being put in place in January, July and October on all goods coming in from the EU. He referred Members to the issues raised by haulage companies such as a demand for more drivers, friction at the UK border and he explained the delivery system previously used, known as 'Groupage' and how this would be affected by the controls at the border. It was unknown at this stage how all of this would play out. The key message being there was a way to go yet.

Mr Beaney referred Member to the work the Council had done to date to monitor and mitigate the effect on its business and to residents and service users and assured Members that Officers would continue to do this.

Councillor N. MacKnight enquired what contingency plans were in place in terms of school meals and Nursing and Care Homes in relation to the issues being highlighted around food supplies.

Mr Davies advised that all Managers across the Council had been asked to monitor, review plans for their service areas. He did not have specific information in relation to care homes, however he had not been advised of any issues.

Councillor D. Snowdon referred to the food and fuel shortages currently and the rises in price of the latter stating that it would be a case of either eating or putting the heating on for some of the city's residents.

Mr Davies stated that problems could be exacerbated due to a number of things happening at the same time such as extra controls which could result in extra charges for firms, the impact of COVID and goods coming from China, rises in fuel costs which might impact more on the people who can least afford it and were the most vulnerable. This was where the Council would be taking action where it could to support people.

Councillor Butler enquired whether there was any benefit to the residents of Sunderland in leaving the EU.

Mr Davies stated that there were advantages and disadvantages of the EU exit and that it was a matter of opinion, everyone had a different view. Officers' jobs were to try and identify risks and look for mitigations.

Councillor Butler commented that he appreciated the work done to try and monitor such a difficult project.

In response to the Chair, Mr Jon Ritchie, Executive Director of Corporate Services advised that the Council was sharing information through an appropriate route to Central Government.

Mr Beaney added that Sunderland was sharing information as part of the Key Cities network. The Leader of the Council was the Brexit Lead on the Group. They were also trying to ensure they used all other potential sources of information. He had personally attended a number of meetings to share experiences as everyone was finding their way through the process.

4. RESOLVED that the information provided in the update be received and noted.

Reference from Cabinet – 12 October 2021 - Budget Planning Framework and Medium Term Financial Strategy 2022/2023 – 2025/2026

The Assistant Director of Law and Governance submitted a report (copy circulated) seeking the views of the Committee in accordance with the Budget and Policy Framework Procedure Rules on a report by the Executive Director of Corporate Services, which was considered by Cabinet on 12 October 2021 which:

- Identified the key factors influencing the development of the Council's financial plans into the medium term and set out the budget planning framework for the Council for 2022/2023;
- Set out the headlines and context for the Medium Term Financial Plan (MTFP) 2022/2023 to 2025/2026;
- Set out the consultation/communication strategy for the budget 2022/2023; and
- Sought a recommendation to Council for the approval of the updated Council Capital Strategy.

(For copy report – see original minutes.)

Mr Jon Ritchie, Executive Director of Corporate Services confirmed that the report had been approved by the Cabinet earlier that week and he proceeded to brief the Committee highlighting the Comprehensive Spending Review, Social Care Funding and the spending pressures and commitments set out in the table at section 3.5.29.

Mr Ritchie referred Members to the section on locally raised income which included Council Tax and business rates and the remaining funding gap of approximately £26m for 2022/23 and a total of £56m over the 4-year period to 2025/26, as well as the approach to addressing the funding gap set out in sections 3.8 and 3.9 respectively.

Councillor Butler referred to the pressure being put on working families with increases in National Insurance, tax rises and the expectation that Councils would increase Council tax. He enquired what the consequence was of using Council reserves.

Mr Ritchie advised that reserves were set aside for particular purposes. Some were there for accounting purposes. There was a General Fund Balance of unearmarked reserves of £12m which acted as a safety net. There was a table of earmarked reserves set out at Appendix 1b which would be revisited as part of the budget process to ensure they still accorded with the Council's priorities and overall funding position. Smoothing reserves had been created which could only be used once and bought time to make sustainable savings, but they could not be relied on forever and at some point, reserves would run out. As the Council's Section 151 Officer he was happy with the level of reserves the Council had.

Councillor Butler commented that Sunderland had the lowest Council Tax of the 12 ANEC Councils.

Mr Ritchie confirmed that this was the case but added that Sunderland had a low Council Tax Base as there was a higher proportion of houses in Bands A and B. This meant that every 1% rise in Council Tax did not raise as much as in other areas.

Mr Ritchie stated that professionally he would recommend going up to the maximum Council Tax rise permitted by the Government in order to maximise the income stream. He added that if Council Tax had not risen this year the Council would have needed to make bigger savings.

Councillor Mullen enquired why the Environmental Services restructure was costing more than had been predicted and what it would look like.

Mr Ritchie advised that £0.5m had been allocated when the budget had been set and the restructure had been flagged. This had not been resolved and as the plan had developed additional funding had been allocated in June. He advised that a written response to Councillor Mullen's enquiry concerning the restructure of the Refuse Service and the costs associated with this would be provided.

Councillor D. Snowdon referred to the £3m in year reserves relating to Section 106 detailed on Appendix 1B and enquired what they were being used for. He noted there were reductions in some budgets.

Mr Ritchie stated that he did not have that level of detail with regards to Section 106 Reserves and would need to provide a written response. With regards to reductions in respect of Business Rates and Council Tax budgets, he advised that this was in a planned way and they were for planned use, some were just timing issues.

Councillor Hodson referred to the spending pressures of £0.250m to support the opening of the Raich Carter sports centre pool.

Mr Ritchie advised that this had not yet been spent and included costs of engineering works and the cost for next year, it might also include a subsidy. This was the full year effect of the pool being reopened.

Councillor Hodson commented that it would be useful to get a full breakdown of what the £0.250m had been spent on and added that there would be running costs associated with the facility.

Councillor Hodson referred to paragraph 3.5.23 stating that it was a small and vague amount.

Mr Ritchie stated that he would request the information from City Development for a detailed breakdown of the £100,000 but he suspected that it was in relation to marketing to increase footfall post pandemic to supplement existing income.

Councillor Hodson referred to paragraph 3.5.12 concerning the Norfolk County Council court ruling against the Authority in relation to their charging policy for a severely disabled client. He asked, as it stated in the report that Sunderland had followed national guidance, how realistic was it that there might be a reduction in client contribution income as a result of national changes to account for the Norfolk Council ruling and whether they were looking to set a minimum income guarantee. Mr Ritchie stated that it was inevitable that every Treasurer would be looking at the implications and trying to take the ruling into account. The situation could change and the impact for the Council was based on the best information they had at the time. This could be a topic of discussion at the Thematic Scrutiny Committee. Officers were informing the Committee of the issue in an attempt to be as open as

possible, however he was unable to answer the question regarding whether they were looking to set a minimum income guarantee as he did not have this level of detail.

Councillor N. MacKnight referred to paragraph 3.4.7 concerning the Government's Plan for Health and Social Care, "Build Back Better" and for which it had allocated £5b.

Mr Ritchie commented that some of the changes wouldn't take effect until October 2023 and as it related to self-funders, it would have more of an effect on other areas. Further detail might become available in the Financial Settlement.

Mr Nigel Cummings, Scrutiny Officer advised that the Government's Plan for Health and Social Care, "Build Back Better" and the Norfolk County Council court ruling against the Authority would be considered at the Health and Wellbeing Scrutiny Committee.

Councillor P. Smith referred to the uncertainties, references to current guidance and anticipated releases of funding etc. which they would look to determine later when greater certainty on funding and spending pressures was available and she commended Mr Ritchie and his Team on the job they were doing.

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

5. RESOLVED that the Scrutiny Co-ordinating Committee notes the budgetary information provided including the medium-term financial plan, budget planning framework and Capital Strategy. The Committee acknowledges the current financial situation of the Council, including the spending pressures that exist. The Committee also recognises the importance of robust budget consultation and engagement with all stakeholders to ensure there is a clear understanding not only of the challenges and pressures that face the local authority, but also how resources are prioritised and assigned.

Finally, the Committee would like to thank officers and members for their continued work. The Committee would also continue to receive budgetary information and the opportunity to scrutinise these reports.

The Committee had no further comments to make at this time.

Work Programme 2021/22

The Scrutiny, Mayoral and Member Support Co-ordinator submitted a report (copy circulated) attaching, for Members' information, the thematic Scrutiny Committee work programmes for 2020/21 and providing an opportunity to review the Committee's own work programme for 2020/21.

(For copy report – see original minutes.)

Mr Nigel Cummings, Scrutiny Officer advised that a report on the Council's Empty Property Strategy would be added to the Scrutiny Co-ordinating Committee's own work programme on a suitable date.

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

6. RESOLVED that the above information, the Scrutiny Committees' work programmes for 2021/22 and the variations to these work programmes be noted, together with the scrutiny budget position.

Notice of Key Decisions

The Scrutiny, Mayoral and Member Support Co-ordinator submitted a report (copy circulated), providing Members with an opportunity to consider those items on the Executive's Notice of Key Decisions for the 28-day period from 13th September, 2021.

(For copy report – see original minutes.)

The Chair advised Members that if there was anything on the Notice which any Member wanted further information on to get in touch with Mr Nigel Cummings, Scrutiny Officer and he would be happy to take that forward on their behalf.

7. RESOLVED that the Notice of Key Decisions be received and noted.

The Chair closed the meeting and wished everyone a safe journey home.

(Signed) D. E. SNOWDON,
Chairman.

INTERNAL COMMUNICATIONS

REPORT OF ASSISTANT DIRECTOR OF CORPORATE AFFAIRS

1. PURPOSE OF THE REPORT

- 1.1 To provide the Scrutiny Coordinating Committee with an overview of the internal communication methods of Sunderland City Council.

2. BACKGROUND

- 2.1 The Scrutiny Coordinating Committee at its work programme workshop in June 2021 requested an item on internal communications within the Council. This was in part as a result of the change in working patterns brought about by the Covid-19 pandemic and also the forthcoming move to the new City Hall facility.

3. CURRENT POSITION

- 3.1 A presentation is attached at **appendix one** of this report and covers a number of key issues including:
- Methods of Internal Communication;
 - The Employee Voice;
 - Reward and Recognition; and
 - Internal Communications Developments.

4 RECOMMENDATION

- 4.1 The Scrutiny Coordinating Committee are asked to note and comment on the presentation.

Contact Officer: Nigel Cummings, Scrutiny Officer
07554 414 878
nigel.cummings@sunderland.gov.uk

Internal Communications

thinking
differently


Sunderland
City Council

Introduction

- **Establishing a rhythm**
- **Employee voice**
- **Reward and recognition**
- **Internal comms developments**

Methods of internal communication



ALL STAFF EMAILS

Updates and important information
Covid updates



COMMUNICATOR APP

Instant messages sent by Internal Communications via Microsoft Teams
To be used for prompts / reminders / informal communications



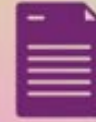
TEAMS

Used widely across the organisation by all employees who have AD accounts to instant message and collaborate
Those who wish to send emails to large groups will be encouraged to use Teams



MONTHLY STAFF NEWSLETTERS

Monthly staff newsletters sent to all employees with the latest updates, news, initiatives, good news stories, case studies and events within the organisation



MANAGER'S BRIEFING

Fortnightly comms sent to all managers within the council with line management duty with key messages and updates



YAMMER

An internal social media network for council workers to collaborative, have discussions, ask questions and innovate.
Employees can create groups and use Yammer to post their own content, instead of emailing large groups



THE HUB

Our employee intranet. News section and homepage managed by Internal Communications with all the latest news and invites and important information
Employees can request information to be shared on this platform

2020 the year in numbers

MONTHLY

Manager Briefing's
sent to managers

31

Editions of Workwise:bite-size
sent to employees

DAILY

Covid-19 Comms sent
employees during
the first lockdown

**thinking
differently**

launched

Continuing into 2021 with regular comms

Our newsletters – Microsoft Sway

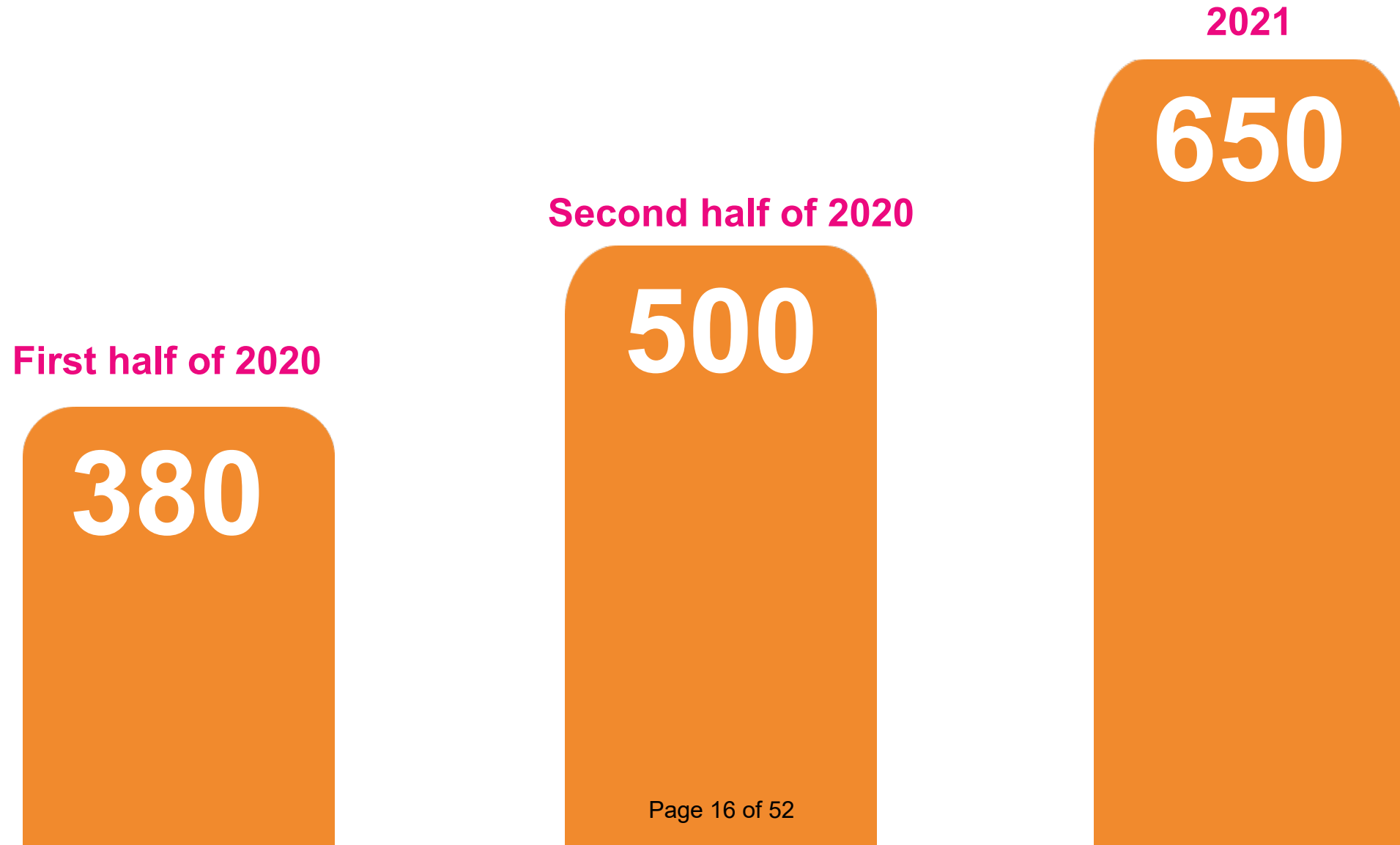
Microsoft 365's free app, **Sway**, is a great engagement tool for **sharing information organisation wide** (Covid updates/wellness info/news/incentives and other updates). We introduced Sway for internal staff newsletters in November 2020. Prior to launching Sway, **Campaign Monitor** was used to send these newsletters in an email format. Manager's briefing was also transferred over to Sway mid 2021.

Launching Sway allowed us all to work more efficiently for several reasons:

- It is **connected with everyone's Microsoft 365** – this means, it works really well with all the other O365 apps (Forms, Stream for adding videos)
- We **can include more content from around the council** – i.e. share more good news stories, local initiatives, competitions, updates (Covid) etc.
- It is **less restrictive** for users and for editors – you can have anything in it, anywhere and you can view it from any device if you are logged into your O365 account
- We can also continue to share information with staff who do not have corporate email addresses

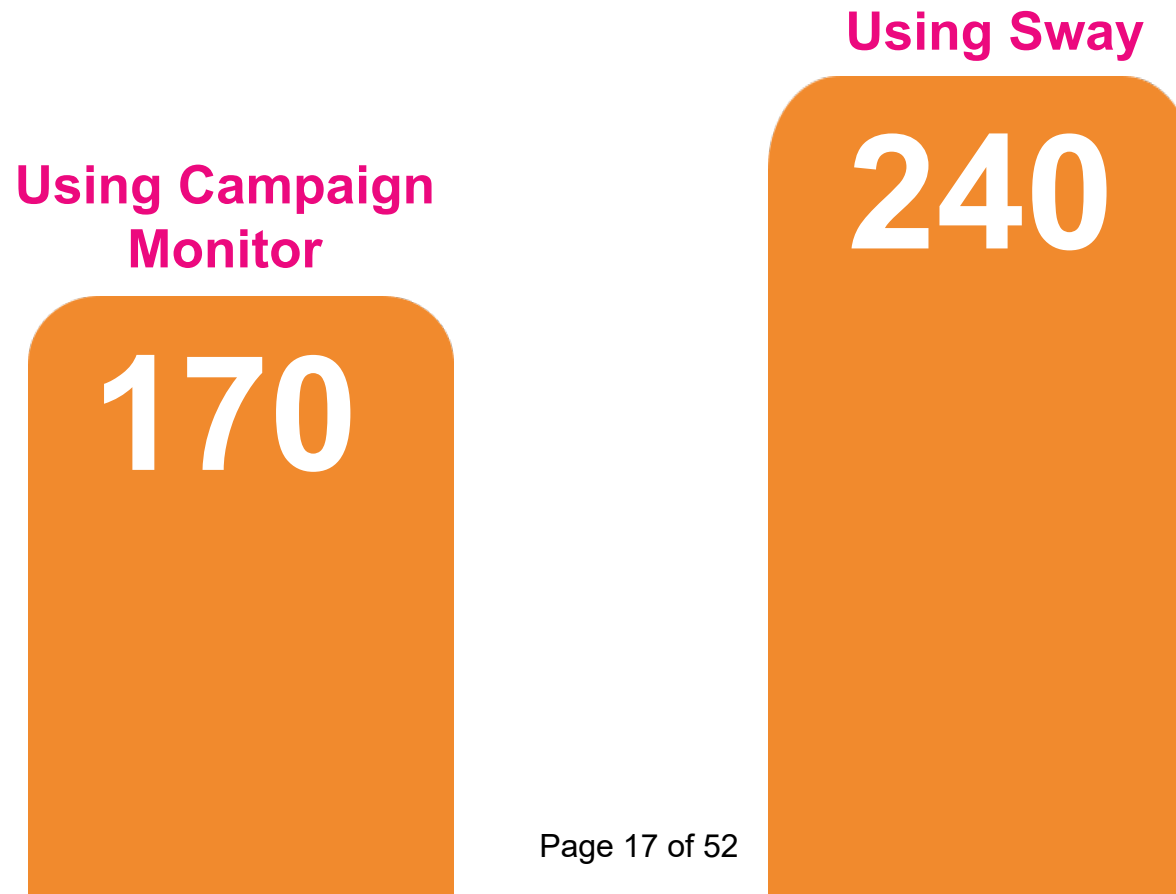
Monthly average reads

(WorkWise: bite-size newsletter)



Average reads

(Manager's briefing)



Microsoft Teams

Microsoft Teams was implemented in 2020 and employees were encouraged to use this tool to **chat** and **collaborate** with each other. It has been an **instrumental tool during the pandemic** and will continue to do so, in regards to staying connected with one another.

With Teams being an every day norm for most employees, the use of '**Communicator App**' was introduced mid 2021, to **broadcast messages** to all **SCC** and **SCAS** employees.

This also helps with email fatigue, and creates an extra channel of communication for the less formal messaging, albeit important. For example, wellbeing comms.

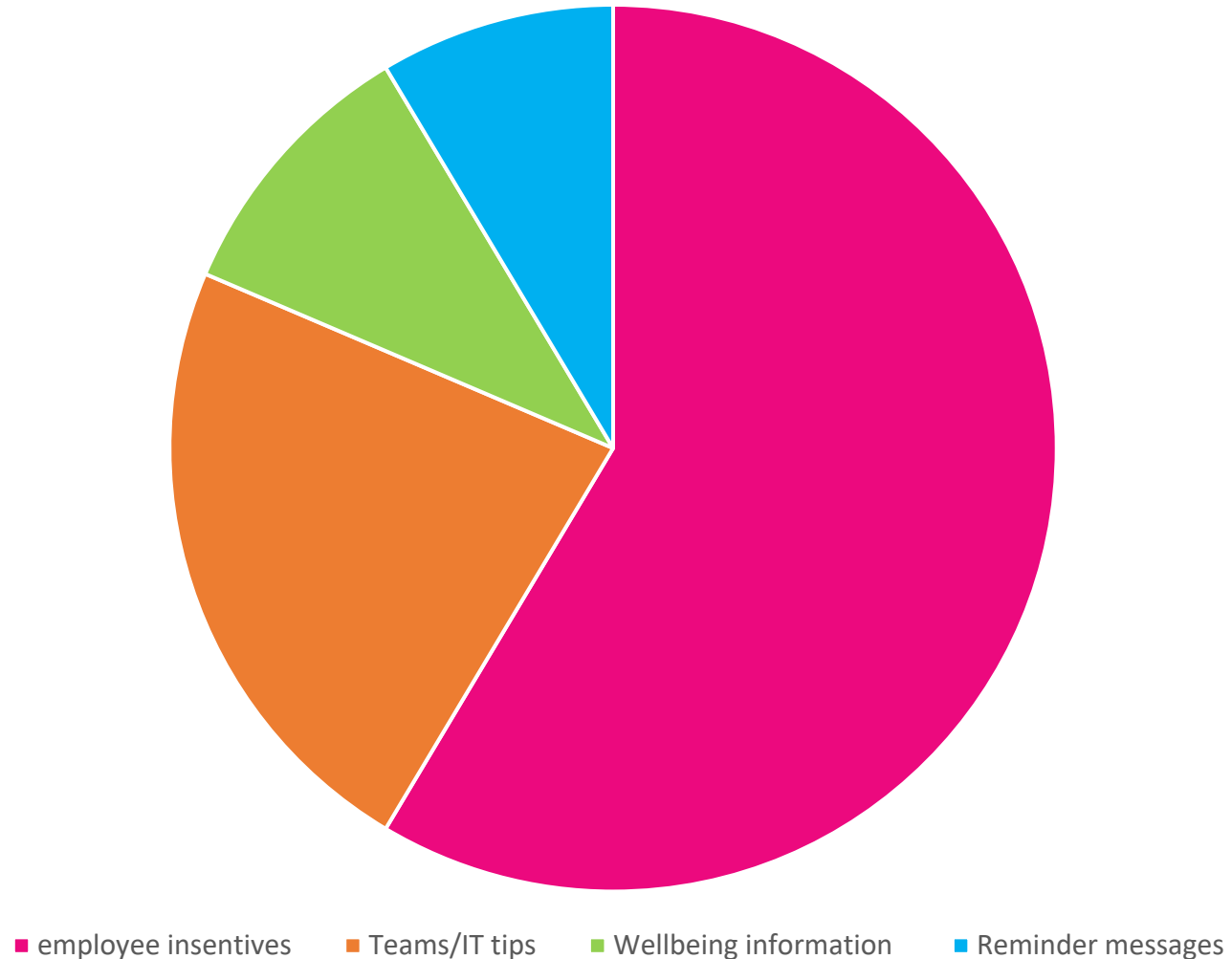
The stats

3,000

messages are sent in less than one minute to SCC and SCAS employees

We cannot yet tell if the messages are read, but those who are actively using Teams should see any messages sent

The most engaged with messages



Email

Regular all staff emails are still used to communicate with all employees. They are either sent via Internal Communications, COVID comms or Patrick Melia.

- **Internal Communications emails**: important information/all staff event invites
- **COVID comms**: updates and important information regarding Covid
- **Patrick Melia**: important business updates/news/thank you messages

During the first lockdown, daily emails were sent to all employees via COVID comms and they have continued to be sent as and when required.




COVID-comms

To COVID-comms

Retention Policy 90 Days Mailbox Item Retention (90 days)

Expires 20/01/2022

 This message was sent with High importance.



Reply



Reply All



Forward



Fri 22/10/2021 14:28

Dear colleague,

Covid infection rates are rising locally and across the country.

You can watch the latest video from Gerry Taylor, Director of Public Health who talks about the [current Covid picture in Sunderland](#).

Cases are rising across all age groups and it is a stark reminder that Covid is still with us.

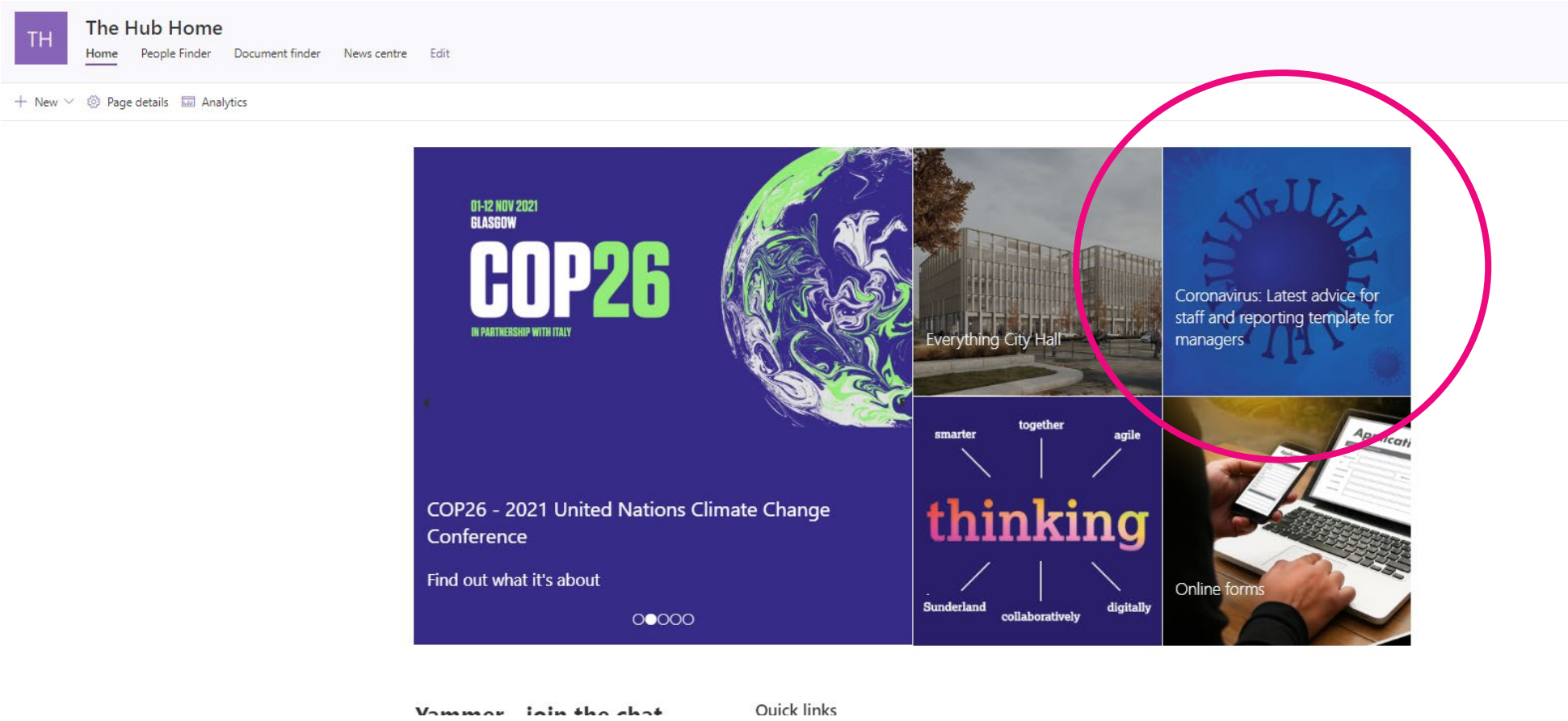
In order to make sure our council services and buildings are as safe as possible for staff we would like to remind you of the current guidelines we have in place.

Staff should continue to work from home where possible. Those who are coming into the workplace should continue to observe the one-way systems in council buildings and wear face coverings in communal areas and vehicles. You can find further [Covid employee guidance on the hub here](#).

Vaccination continues to be our best defence against Covid and we have latest information about the vaccine programme and details about latest walk in clinics on our website [here](#).

By continuing to take these steps together we can help protect ourselves and others.

The Hub



Staff information: Coronavirus

The health and wellbeing of our staff and residents is our top priority. We are continuing to follow advice from Public Health England, and from Government, and are taking all the precautionary action necessary to protect our staff and residents and help safeguard services.

Information for Managers:

- [Coronavirus Guidance](#)
- [Critical worker letter](#)

Information for all staff:

- [COVID-19 staff testing guidance](#)
- [Daily emails](#)
- [COVID Weekly updates](#)
- [Frequently asked questions](#)
- [Working location and leave](#)
- [Agile working](#)
- [Wellbeing](#)
- [Health and Safety](#)
- [Staff redeployment information](#)
- [Temporary workplace - car mileage claims](#)
- [Vulnerable person return to work risk assessment](#)
- [COVID-19 task based risk assessment template](#)
- [COVID-19 Premises specific risk assessment template](#)

There is a lot of false information online. Please follow only official advice and guidance:

- The latest information from the NHS is available at www.nhs.uk/conditions/coronavirus-covid-19
- We also have a page on our website www.sunderland.gov.uk/coronavirus which will be updated regularly with information about how the latest developments are impacting residents and businesses in Sunderland. This also includes information for staff www.sunderland.gov.uk/article/17063/Council-services-buildings-and-staff. This information is on our external website as not all of our staff have access to the Hub. Please pass this information to any of your colleagues who cannot access the Hub
- We have information on [financial support and money advice](#)
- Please also follow the councils social media channels for latest information. Facebook: [@SunderlandUKOfficial](#) Twitter: [@SunderlandUK](#)

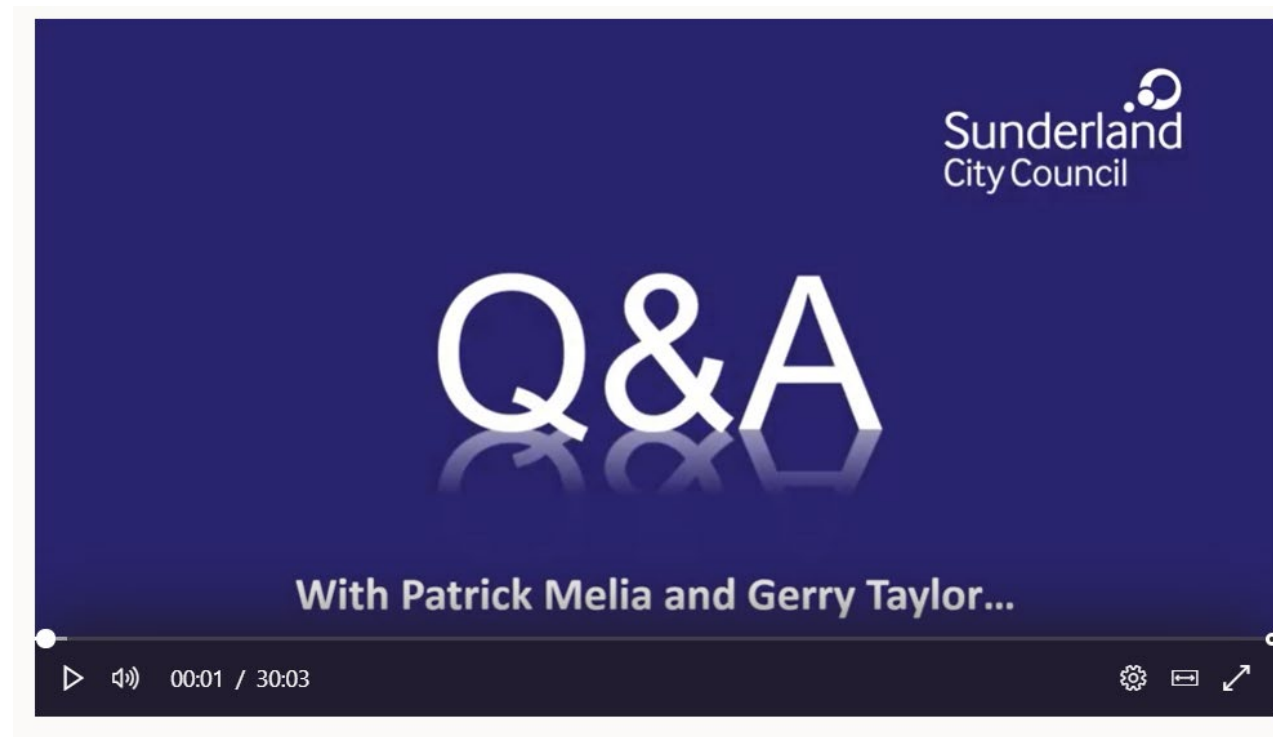
If you have any specific questions, please contact your line manager in the first instance.

7 people liked this 9409 Views Save for later

Video

With using **Microsoft Teams to remotely record video** has been an effective **way of sharing information** with employees. Internal Comms facilitated a video recording with **Patrick Melia** and **Gerry Taylor** to produce a **Covid Q&A**.

This was edited and shared with all staff and has had nearly **700 views**.

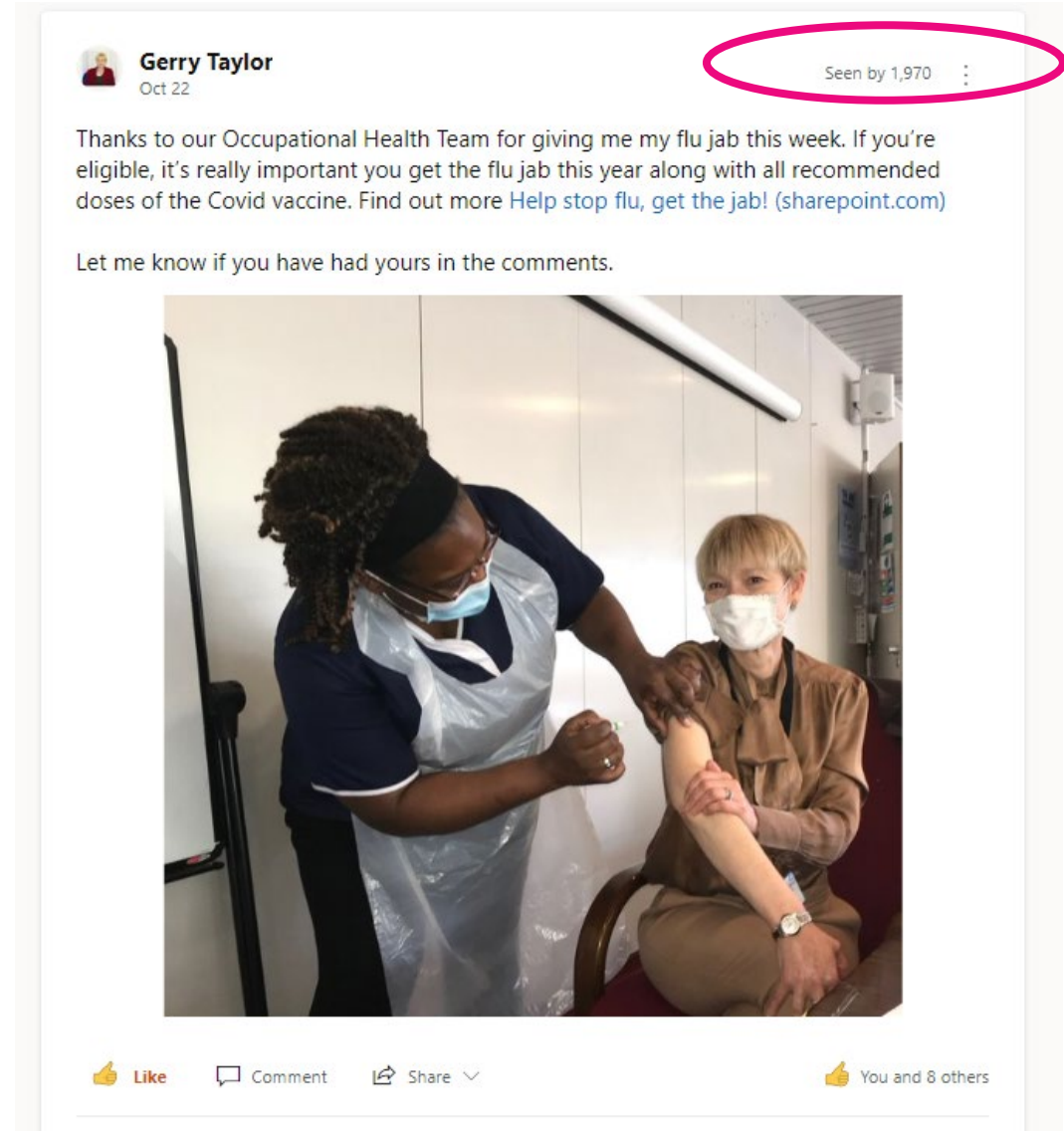


Yammer

Yammer is part of the Microsoft 365 family and is an **internal social media platform**. Yammer is not a place for comms to post constant updates, it is for all employees to post to. However, it is **a place to share key information** with all employees to encourage take up etc. For example, Gerry Taylor posted about the Flu jab.

Over **3,000 people are signed up to use Yammer** and frontline workers will soon be invited to use it also.

Internal comms can post 'announcements' however and they have so far been successful, attracting more than **2,000 views**.



Employee voice

thinking
differently

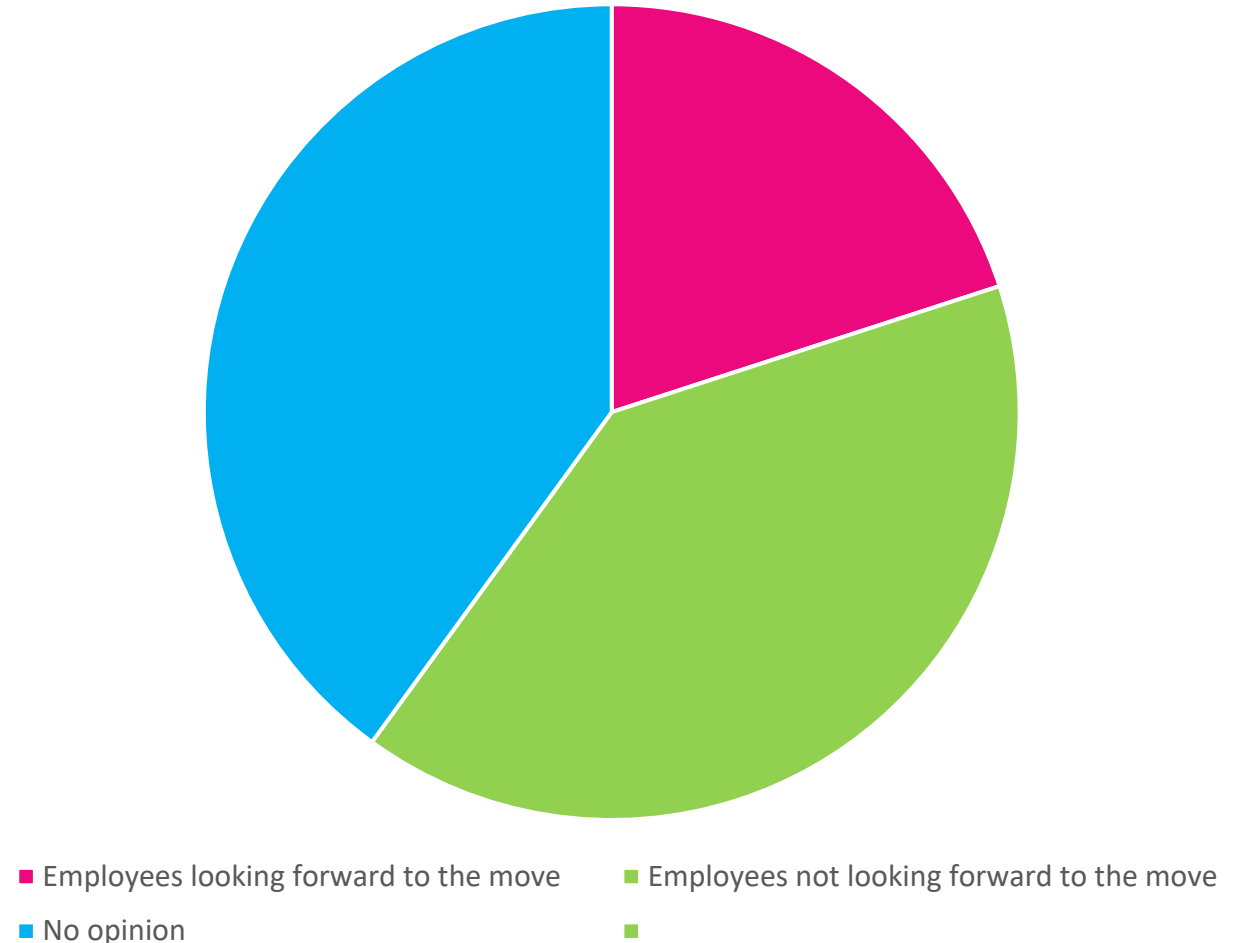

Sunderland
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Agile working survey

We launched an all employee survey in early 2021 to understand employee's thoughts and feelings around agile working and the move to City Hall. Employees were asked questions about how they feel about agile working, whether they feel supported, do they know how to access wellbeing information and if they were looking forward to the move.

The survey took place before our City Hall comms plan was launched to understand how people feel. The results showed that 20% of employees were looking forward to the move, 40% were not and 40% did not have an opinion.

We hope through various channels that this mindset has now changed and will be conducting the survey again.



Ask away / live events

- With the use of Microsoft Teams in place, this allowed the Internal Communications team to start using Teams Live Events to broadcast and address all employees.
- In December 2020 we launched our first live event with Patrick Melia hosting, to communicate to staff the current Covid situation, thank employees for their efforts and wish all employees a Merry Christmas.
- Since then, we have ran monthly live events to address all employees on the move to City Hall.
- These have been broken down into subjects/themes.
- The live events always have the Q&A switched on. Questions are submitted and answered on the call and if they were unable to be answered, posted on the FAQs area of the Hub after the event.
- On the next slide you can view all events and how many employees they have reached.
- All live events are recorded, circulated to employees (including frontline) and posted on the hub.

The stats

City Hall - the
launch (March
2021)

295

Attendees

+519

views of the recording

Agile and home
working (April
2021)

500

Attendees

+375

views of the recording

Employee
wellbeing (May
2021)

466

Attendees

+181

views of the recording

Staff travel (June
2021)

700

Attendees

+250

views of the recording

Embracing new
technology (July
2021)

520

Attendees

+190

views of the recording

Continued...

City Hall – the
next steps
(October 2021)

620

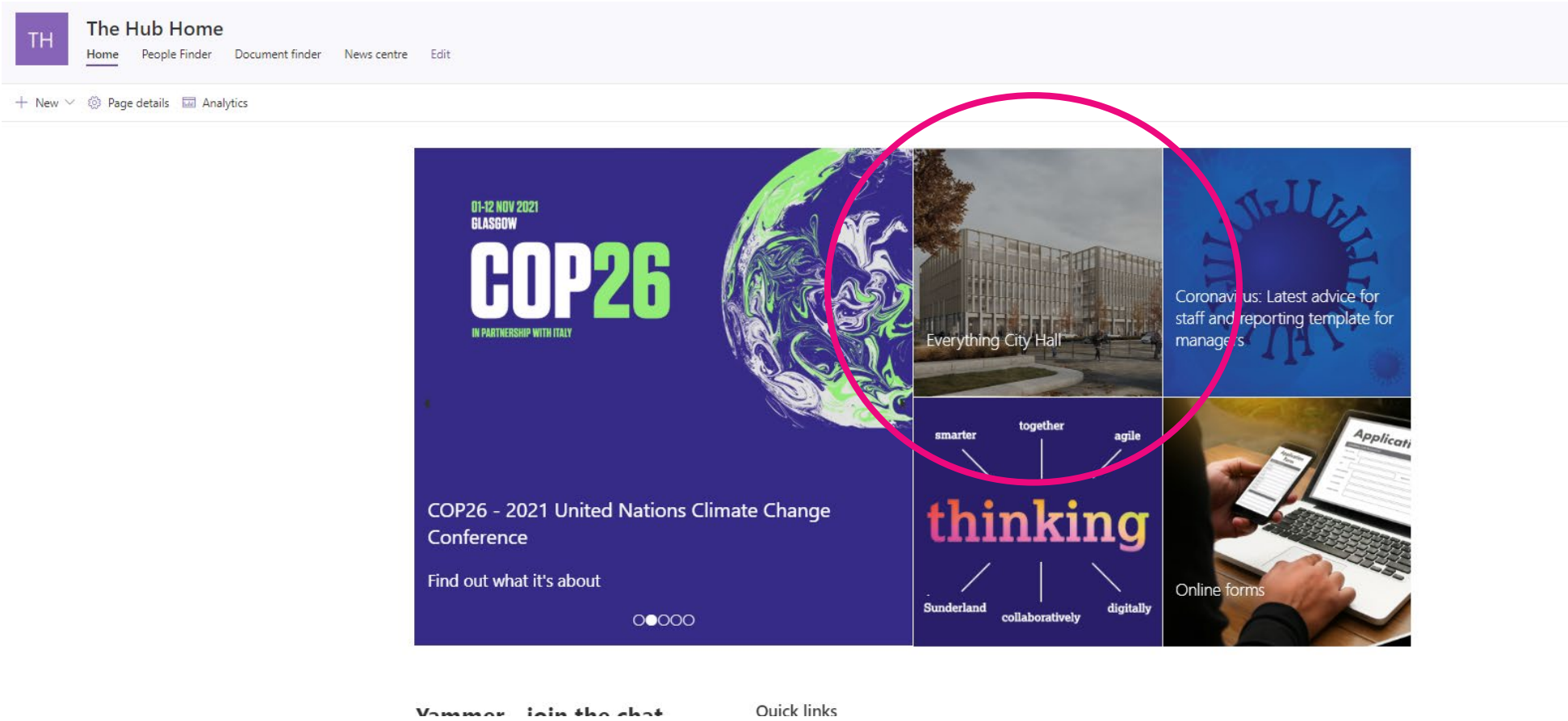
Attendees

Next live event: City Hall – generic updates

22

November

Everything City Hall pages on The Hub



City Hall

In 2021 the council will open its doors to a new home, **City Hall**. This gives us a huge opportunity to change the way we operate within the council, from **collaboration** to **agile working**. City Hall will **revolutionise** how we work.

Find out the **latest news**, updates on the **build**, **frequently asked questions** and your service areas **communications champions** in this dedicated area for all things City Hall.

[View City Hall address](#)

Civic Centre floor closures

Floor three

0000

dayshrsminsec

31 October 2021

Floor two


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dayshrsminsec


22 October 2021

5


Useful links ↓




Live events




Frequently Asked Questions




Typical day at City Hall animations



Staff travel



Ask your questions



Communication champions

Page 32 of 52

People forums

- People forums are another name for a focus group.
- They are hosted over Microsoft Teams.
- Internal Communications own this initiative but have people management on hand to support.
- The purpose of a people forum is a safe place for employees to chat and learn from one another.

Reward and recognition

- During Covid personalised thank you letters sent to all frontline staff with regular thanks to all staff for their hard work and commitment during Covid
- Sunderland STARS 2019 held virtually
- Covid look back and 'thank you' video – led by COG
- Extra days leave for work during Covid communicated to all staff

Reaching the frontline

- During Covid personalised thank you letters and call out for frontline workers (without AD accounts) to sign up to hear from internal comms
- This was sent to 1,000 employees
- 400 of which have signed up
- They receive newsletters from us with all relevant information
- Frontline workers will soon be introduced to Yammer



Other future developments

- A new and improved intranet, so that all employees can access, including those without corporate email addresses
- Management community – an online community for managers to support each other and share best practise
- The opening of City Hall
- Introducing Yammer to frontline workers
- Introducing our values and recognition work

Thank you

thinking
differently


Sunderland
City Council

WORK PROGRAMME 2021/22**REPORT OF THE SCRUTINY, MAYORAL AND MEMBERS' SUPPORT COORDINATOR****1. Purpose of the Report**

- 1.1 The report attaches, for Members' information, the thematic Scrutiny Committee work programmes for 2021/22 and provides an opportunity to review the Committee's own work programme for 2021/22.

2. Background

- 2.1 The role of the Scrutiny Coordinating Committee is two-fold, firstly it has a role in co-ordinating efficient business across the Scrutiny Committees and manage the overall Scrutiny Work Programme and secondly to consider the Council's corporate policies, performance and financial issues.
- 2.2 In order to ensure that the Committee is able to undertake all of its business and respond to emerging issues, there will be scope for additional meetings or visits not detailed in the work programme.
- 2.3 The work programme should reflect the remit of the Committee and the need to balance its responsibility for undertaking scrutiny, performance management and policy review (where necessary).

3. Thematic Scrutiny Committee Work Programmes

- 3.1 **Appendix 1** sets out the Scrutiny Committee work programmes for the Children, Education and Skills, Economic Prosperity and Health and Wellbeing Scrutiny Committees respectively.

4. Scrutiny Coordinating Committee's Work Programme

- 4.1 **Appendix 2** outlines this Committee's full work programme for the year, updated to reflect new additions and amendments requested by Committee as the year has progressed.
- 4.2 Topics for inclusion in the Scrutiny Work Programme will vary from single issue items for consideration such as policy and performance reports through to regular updates on issues that the committee have adopted a more focused monitoring role.
- 4.3 It should be noted that the work programme is a 'living' document and can be amended throughout the course of the municipal year. Any Elected Member can add an item of business to an agenda for consideration (Protocol 1 within the Overview and Scrutiny Handbook outlines this process).

5. Dedicated Scrutiny Budget

5.1 A small budgetary provision of £15,000 per annum is available to the Scrutiny Committees to deliver the agreed Scrutiny Committee Work Programmes.

5.2 As of 1 November 2021 the breakdown of the budget stood as follows:-

| Description | £ |
|----------------------------------|------------|
| Scrutiny Development | Nil |
| Member Development | Nil |
| Policy Review Development | Nil |
| Total Expenditure to Date | £0.00 |
| Budget | £15,000.00 |
| Remaining Budget | £15,000.00 |

6. Recommendations

6.1 It is recommended that the Scrutiny Coordinating Committee:

- (a) notes the variations to the Scrutiny Committee Work Programmes for 2021/22 and to its own work programme; and
- (b) notes the current scrutiny budget position for 2021/22.

7. Background Papers

7.1 Scrutiny Agendas and Minutes

Contact Officer: Nigel Cummings
Tel: 0191 561 1006
Nigel.cummings@sunderland.gov.uk

| REASON FOR INCLUSION | JUNE 21 | JULY 21 (CANCELLED) | 9 TH SEPT 21 | 7 TH OCT 21 | 4 TH NOV 21 | 2 ND DEC 21 | 6 TH JAN 22 | 3 RD FEB 22 | 3 RD MARCH 22 | 31 ST MARCH 22 |
|---|--|---|--|---|--|--|---|---|---|---------------------------|
| Policy Framework/ Cabinet Referrals and Responses | | | | | | | | | Scrutiny Annual Report – 21/22 | |
| Scrutiny Business | Corporate Parenting Review | | | Engagement and Participation with Young People (Jane Wheeler) | Domestic Violence Update (Karen Davison) Draft Safe Accommodation Strategy (Gerry Taylor) | Welfare Inequalities Holiday Fund - Operation | Impact of Covid 19 on Child Mental and Physical Health (CCG) SEND Monitoring Report (Jill Colbert/Dave Chandler) | Youth Offending and Anti Social Behaviour | Apprenticeships and Employment opportunities | |
| Performance / Service Improvement | Ofsted Focused visit to Children's Services - Feedback | | Ofsted Inspection of Children's Services – Feedback (Jill Colbert) | Inspection of SEND - Feedback (Jill Colbert) | Together for Children – Performance Monitoring Report (Jill Colbert) Children Services Customer Feedback (Jill Colbert) | | | | Together for Children – Performance Monitoring Report (Jill Colbert) Children Services Customer Feedback | |
| Consultation / Awareness Raising | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | |

ECONOMIC PROSPERITY SCRUTINY COMMITTEE – WORK PROGRAMME 2021-22

| REASON FOR INCLUSION | 15 JUNE 21 – (INFORMAL MEETING) | 13 JULY 21 | 14 SEPTEMBER 21 | 12 OCTOBER 21 | 9 NOVEMBER 21 | 7 DECEMBER 21 | 11 JANUARY 22 | 8 FEBRUARY 22 | 8 MARCH 22 | 5 APRIL 22 |
|--|---------------------------------------|---|---|---|--|--|---|---|---|---|
| Policy Framework/ Cabinet Referrals and Responses | | | Licensing Policy Review (Steve Wearing) | Gambling Act 2005 – Statement of Principles (Steve Wearing) | | | | | | |
| Scrutiny Business | Remit and Work Programme of Committee | Tyne and Wear Archaeology Service (Catherine Auld) | Covid Business Support Grants (Catherine Auld) | Future High Street Fund Programme (Peter McIntyre) Sunderland Rail Station Update - (Peter McIntyre) | Sunderland BID (Sharon Appleby) Economic Challenges - North East England Chamber of Commerce Cycling and Walking Infrastructure Plan (Mark Wilson) | Leisure Centres (Victoria French) Environmental Enforcement (Michelle Coates) Environmental Services Update (Graham Scanlan) | Annual Low Carbon Progress Report (Catherine Auld) City Heat Network Projects (Catherine Auld) International Strategy (Catherine Auld) Business Centres (Catherine Auld) | Housing Strategy Update (Graham Scanlan) E Scooter – Pilot Feedback (Mark Jackson) | Siglion (Peter McIntyre) Culture/Major Events Update (Victoria French) | Annual Report (Jim Diamond) Annual Road Safety Report (Mark Jackson) Public Transport Update (Mark Jackson) |
| Consultation Information and Awareness Raising | | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 | Notice of Key Decisions Work Programme 21-22 |

Sunnyside Area – Member Working Group – On Going
SSTC and Port – Visit – Date to be confirmed (Matthew Hunt/Mark Jackson)

HEALTH AND WELLBEING SCRUTINY COMMITTEE – WORK PROGRAMME 2021-22

| REASON FOR INCLUSION | 9 JUNE 21 D/L: 28 MAY 21 | 7 JULY 21 D/L:25 JUNE 21 | 8 SEPTEMBER 21 D/L:27 AUGUST 21 | 6 OCTOBER 21 D/L: 24 SEPT 21 | 3 NOVEMBER 21 D/L: 22 OCT 21 | 1 DECEMBER 21 D/L: 19 NOV 21 | 5 JANUARY 22 D/L: 23 DEC 21 | 2 FEBRUARY 22 D/L: 21 JAN 22 | 9 MARCH 22 D/L: 25 FEB 22 | 6 APRIL 22 D/L: 25 MAR 22 |
|---|---|--|--|--|--|---|---|---|---|--|
| Policy Framework / Cabinet Referrals and Responses | | | | | | | | | | |
| Scrutiny Business | <p>Covid-19 – Update (Gerry Taylor, CCG, Graham King)</p> <p>Path to Excellence Phase 2 Update (Nigel Cummings)</p> <p>Work Programme Overview (Nigel Cummings)</p> | <p>Covid-19 Update (Gerry Taylor, CCG, Graham King)</p> <p>Sunderland Eye Infirmary – update</p> <p>NHS Dentists Sunderland (NHS Improvement)</p> <p>Path to Excellence Phase II Update (Nigel Cummings)</p> | <p>Covid-19 Recovery Update (Gerry Taylor, CCG, NHS FT)</p> <p>Diagnostic Centre (NHS FT)</p> <p>SSAB Annual Report (Sunderland Safeguarding Adults Board)</p> | <p>Covid-19 Recovery Update</p> <p>Winter Planning (Sunderland CCG)</p> <p>Urgent Care Update (Sunderland CCG)</p> <p>Future of Monument Practice (Sunderland GP Alliance)</p> | <p>Covid-19 Recovery Update</p> <p>Monkwearmouth Hospital (NTW)</p> <p>Waiting Lists, times and access – Recovery from the Pandemic (NHS FT)</p> | <p>Better Health at Work (Public Health)</p> <p>Assistive Technology (G King)</p> | <p>ICS-CCG Transition (Sunderland CCG)</p> <p>Patient Engagement (Sunderland CCG)</p> | <p>North East Ambulance Service Update (Mark Cotton)</p> <p>Adult MH Provision (Sunderland CCG)</p> | <p>Sexual Health Provision (Public Health/NHS FT)</p> <p>Annual Report (Nigel Cummings)</p> | <p>Inequalities – Impact of the Pandemic (Public Health)</p> <p>Health Protection Arrangements (Public Health)</p> |
| Performance / Service Improvement | | | | | | | | | | |
| Consultation/ Information & Awareness Raising | <p>Notice of Key Decisions</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> | <p>Notice of Key Decisions</p> <p>Work Programme 21-22</p> |

Work Programme Items to be scheduled:

| REASON FOR INCLUSION | 17 JUNE 21 D/L 7 JUNE 21 | 15 JULY 21 D/L 5 JULY 21 | 16 SEPTEMBER 21 D/L 6 SEPT 21 | 14 OCTOBER 21 D/L 4 OCTOBER 21 | 11 NOVEMBER 21 D/L 1 NOV 21 | 9 DECEMBER 21 D/L 29 NOV 21 | 13 JANUARY 22 D/L 4 JAN 22 | 10 FEBRUARY 22 D/L 31 JAN 22 | 10 MARCH 22 D/L 28 FEB 22 | 7 APRIL 22 D/L 28 MARCH 22 |
|---|--|---|--|---|---|---|---|---|---|---|
| Policy Framework / Cabinet Referrals and Responses | Revenue budget Outturn 21/22 (Jon Ritchie) | Capital Programme First Review 21/22 (incl. treasury management) (Jon Ritchie) First Revenue Budget Review 21/22 (Jon Ritchie) | | Budget Planning Framework and Medium Term Financial Strategy 2022/2023 to 2025/2026 (Jon Ritchie) | | Capital Programme Second Review 2021/22 (Jon Ritchie) | Capital Programme Planning 2022/2023 to 2025/2026 and Capital Strategy (Jon Ritchie) Budget Planning Framework and Medium Term Financial Strategy 2022/2023 to 2025/2026 (Jon Ritchie) | | | |
| Scrutiny Business | | Scrutiny Review (Gillian Robinson) | | Impact of EU Exit (Paul Davies/Jon Beaney) City Hall Meeting Rooms (Helen Townsend) | Internal Communications (Jill Laverick) | Safer Sunderland Partnership Annual Report (Stephen Laverton) City Plan Refresh (Jon Beaney) | | Smart City Progress Update (Liz St Louis) | | Annual Report (N Cummings) |
| Performance / Service Improvement | Performance Management Q4 (Liz St Louis) Compliments, Complaints & Feedback Annual Report including Q4 (Marie Johnston) | | Compliments, Complaints & Feedback Q1 including Ombudsman's Annual Letter (Marie Johnston) Performance Management Q1 (Liz St Louis) | | | Performance Management Q2 (Liz St Louis) Compliments, Complaints & Feedback (Marie Johnston) | | | Performance Management Q3 (Liz St Louis) Compliments, Complaints & Feedback (Marie Johnston) | |
| Consultation / Information & Awareness Raising | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 | Notice of Key Decisions Scrutiny Work Programmes 2021/22 |

NOTICE OF KEY DECISIONS**REPORT OF THE SCRUTINY, MAYORAL AND MEMBERS' SUPPORT COORDINATOR****1. PURPOSE OF THE REPORT**

- 1.1 To provide Members with an opportunity to consider the items on the Executive's Notice of Key Decisions for the 28-day period from 18 October 2021.

2. BACKGROUND INFORMATION

- 2.1 Holding the Executive to account is one of the main functions of Scrutiny. One of the ways that this can be achieved is by considering the forthcoming decisions of the Executive (as outlined in the Notice of Key Decisions) and deciding whether Scrutiny can add value in advance of the decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.2 To this end, the most recent version of the Executive's Notice of Key Decisions is included on the agenda of this Committee. The Notice of Key Decisions for the 28-day period from 18 October 2021 is attached marked **Appendix 1**.

3. CURRENT POSITION

- 3.1 In considering the Notice of Key Decisions, Members are asked to consider only those issues where the Scrutiny Committee could make a contribution which would add value prior to the decision being taken.
- 3.2 In the event of Members having any queries that cannot be dealt with directly in the meeting, a response will be sought from the relevant Directorate.

4. RECOMMENDATION

- 4.1 To consider the Executive's Notice of Key Decisions for the 28-day period from 18 October 2021 at the Scrutiny Committee meeting.

5. BACKGROUND PAPERS

- Cabinet Agenda

Contact Officer : Nigel Cummings, Scrutiny Officer
0191 561 1006
Nigel.cummings@sunderland.gov.uk

28 day notice
Notice issued 18 October 2021

The Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Notice is given of the following proposed Key Decisions (whether proposed to be taken in public or in private) and of Executive Decisions including key decisions) intended to be considered in a private meeting:-

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|--|--|--|
| 210505/587 | To approve the procurement of a Contractor for the Repair Works at Hendon Foreshore Barrier, Port of Sunderland. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210419/577 | To approve the dilapidation settlement figure and the procurement of the dilapidation works in respect of the CESAM building. | Cabinet | Y | 16 November 2021 | Y | The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraphs 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|--|--|--|
| 210528/601 | To consider the establishment of a Bus Enhanced Partnership. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210607/608 | To seek approval to proposed funding arrangements with Siglion Investments LLP. | Cabinet | Y | 16 November 2021 | Y | The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraphs 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210623/610 | In respect of the Gambling Act 2005, to review of Statement of Principles. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|--|---|------------------|---|---------------------|---|--|--|
| 210709/612 | To authorise the Executive Director of City Development to deliver the Washington F-Pit Museum Heritage Visitor Centre and Albany Park Improvement project, including to procuring of consultants and contractors. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210729/617 | To approve the International Advanced Manufacturing Park (IAMP) Interim Planning Policy Statement for adoption. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210920/640 | To agree to make acquisitions within the Riverside Sunderland area. | Cabinet | Y | 16 November 2021 | Y | This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|---|--|--|
| 211005/641 | To agree the proposed development strategy of Northern Spire Park and appropriate delegation to officers. | Cabinet | Y | 16 November 2021 | Y | This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 211006/642 | To approve the Capital Programme Planning 2022/2023 to 2025/2026. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 211007/644 | In respect of the Gambling Act 2005 - To Review Statement of Principles | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|---|--|--|
| 211007/645 | Procurement of Care and Support within a new build Supported Living scheme at Cork Street | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 211011/647 | To consider the Local Carbon Progress Report. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 211011/648 | To consider the details of the City Plan 2019-2030 assurance process. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|---|--|--|
| 211011/649 | Subject to consultation being undertaken, to adopt the powers for moving traffic contraventions to give the Council the ability to adopt the powers and therefore the means to enforce specific moving traffic contraventions which are listed under schedule 7 of the Traffic Management Act 2004. | Cabinet | Y | 16 November 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 170927/212 | To approve in principle the establishment of a new police led Road Safety Partnership (Northumbria Road Safety Partnership) embracing the Northumbria Force Area. | Cabinet | Y | During the period 16 November to 31 st December 2021 | N | Not applicable. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 210510/588 | To approve the receipt of external funding for the public sector decarbonisation scheme and green homes grant local programme and the procurement of the necessary contractors to deliver the schemes. | Cabinet | Y | During the period 16 November to 31 st December 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|---|---|------------------|---|---------------------|---|--|--|
| 210728/613 | To seek approval for strategic land acquisitions in Sunnyside, Sunderland. | Cabinet | Y | During the period 16 November to 31 st December 2021 | Y | This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 200813/494 | To approve funding mechanisms for the acquisition of residential properties. | Cabinet | Y | During the period 16 November to 31 st December 2021 | Y | This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information. | Cabinet report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |
| 211006/643 | To approve the Budget Planning Framework and Medium Term Financial Plan 2022/23 to 2025/26. | Cabinet | Y | During the period 16 November 2021 to 31 December 2021 | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

| Item no. | Matter in respect of which a decision is to be made | Decision-maker (if individual, name and title, if body, its name and see below for list of members) | Key Decision Y/N | Anticipated date of decision/ period in which the decision is to be taken | Private meeting Y/N | Reasons for the meeting to be held in private | Documents submitted to the decision-maker in relation to the matter* | Address to obtain further information |
|------------|--|---|------------------|---|---------------------|---|--|--|
| 211018/650 | To authorise the Executive Director of City Development to deliver the Levelling Up Fund Programme | Cabinet | Y | During the period 7 December 2021 to 28 February 2022. | N | Not applicable. | Cabinet Report | Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk |

Note; Some of the documents listed may not be available if they are subject to an exemption, prohibition or restriction on disclosure. Further documents relevant to the matters to be decided can be submitted to the decision-maker. If you wish to request details of those documents (if any) as they become available, or to submit representations about a proposal to hold a meeting in private, you should contact Governance Services at the address below.

Subject to any prohibition or restriction on their disclosure, copies of documents submitted to the decision-maker can also be obtained from the Governance Services team PO Box 100, Civic Centre, Sunderland, or by email to committees@sunderland.gov.uk

***Other documents relevant to the matter may be submitted to the decision maker and requests for details of these documents should be submitted to Governance Services at the address given above.**

Who will decide;

Councillor Graeme Miller – Leader; Councillor Claire Rowntree – Deputy Leader; Councillor Paul Stewart - Cabinet Secretary; Councillor Louise Farthing – Children, Learning and Skills; Councillor Kelly Chequer – Healthy City; Councillor Linda Williams – Vibrant City; Councillor Kevin Johnston – Dynamic City.

This is the membership of Cabinet as at the date of this notice. Any changes will be specified on a supplementary notice.

Elaine Waugh,
Assistant Director of Law and Governance

18 October 2021