

At a meeting of the MANAGEMENT SCRUTINY COMMITTEE held in the CIVIC CENTRE on THURSDAY, 10TH NOVEMBER, 2011 at 5.30 p.m.

Present:-

Councillor Tate in the Chair

Councillors Anderson, G. Miller, Mordey, Rolph, Walker, S. Watson, Wilson and Wood.

Welcome and Introductions

The Chairman welcomed everyone to the meeting and introduced Mr. Tony Quigley, Team Manager Birmingham City Council Trading Standards who was attending the meeting in relation to the Committee's Policy Development and Review into illegal money lending. Members and Officers introduced themselves to Mr. Quigley and Mr. Richard Reading, Principal Trading Standards Officer, Sunderland City Council.

Apologies for Absence

Apologies for absence were submitted on behalf of Councillors Oliver and Stewart.

Minutes of the Last Meeting of the Committee held on 13th October, 2011

1. RESOLVED that the minutes of the last meeting of the Committee held on 13th October, 2011 (copy circulated), be confirmed and signed as a correct record.

(i) Reference from Cabinet – 5th October, 2011 – Revenue Budget Second Review 2011/2012

Parking Charges at the Council Multi-Storey Car Park at Sunnyside

Ms. Sonia Tognarelli, Head of Financial Resources advised that Officers had managed to address the situation. Managing Agents had been reminded of the car parking arrangements included in the Development Agreement. They had instructed tenants in the area of the arrangements put in place and these were now being complied with. Ms. Tognarelli added that any income from the car park should now be at a legitimate level. Car Parking Services would continue to manage the situation.

Declarations of Interest

There were no interests declared.

Policy Development and Reviews 2011/12: Progress on Reviews

The Chief Executive submitted a report (copy circulated) providing Members with an update on the progress in relation to the two policy reviews being undertaken by the Management Scrutiny Committee into self regulation and illegal money lending.

(For copy report – see original minutes).

Mr. Nigel Cummings, Scrutiny Officer introduced the report and advised that the notes of the workshop into Self Regulation which took place on 31st October, 2011 would be submitted to the next meeting of the Management Scrutiny Committee.

The Chairman then invited Mr. Tony Quigley, Team Manager Birmingham City Council Trading Standards to address the Committee with regards to the policy review being undertaken on illegal money lending.

Mr. Quigley proceeded to provide a presentation to the Management Scrutiny Committee on the work the Illegal Money Lending Team does and the success rate in terms of stopping illegal money lenders operating in England, Scotland and Wales. The presentation provided details of the practices of illegal money lenders, included details of past cases and the impact on communities. Mr. Quigley advised of the following key statistics for the Birmingham Illegal Money Lending Team up to January 2011:-

- over 1,700 illegal lenders had been identified,
- over 500 illegal money lenders (loan sharks) had been arrested,
- over £37 million of illegal debts had been written off (money victims would have paid back to illegal lenders if the team had not acted),
- over 182 prosecutions had been brought resulting in prison sentences totalling over 107 years and one indefinite sentence,
- over 16,000 victims of loan sharks had been helped including the most hard to reach individuals, and
- over 600 victims had been referred to alternate (legal) sources of financial support.

Mr Quigley informed the Committee of the 'U' Choose Initiative which had been undertaken in Middlesbrough where the community had decided how the proceeds of illegal money lending seized in that area should be used for the benefit of the local community as a whole. He advised that the intention was that this would be rolled out across other Local Authorities. Mr. Quigley also informed the Committee of other ways in which the proceeds of crime had been used which included the production of banners to inform communities of where they can get help from the Illegal Money Lending Team and holding community fun days where help and advice was also available.

Mr. Quigley referred to the official launch of the Illegal Money Lending Team in Sunderland which had been held earlier in the week on 8th November, 2011 and

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informed the Committee that a Stop Loan Sharks banner was going to be put up on one of the shops in Sunderland City Centre to promote the work of the Team. Mr. Quigley informed Members of the Sunderland Mosaic which would assist the Team in terms of where to target support to neighbourhoods. He advised that leaflets and business cards to promote the work of the Team had also been produced and a supply could be made available to Members of the Council if they so wished.

Members of the Committee welcomed the presentation and commented that they had found it very informative.

In response to Councillor Anderson, Mr. Quigley advised that the maximum sentence for illegal money lending was two years. However, once a loan shark was under investigation the Team would collect any evidence they could find of associated criminal activity such as money laundering, which carried a sentence of fourteen years, of other offences committed such as counterfeiting, possession of drugs, supply of drugs, anything related to how they collect their debts such as blackmail, harassment, possession of firearms etc. and that they would use this wherever possible in order to try to ensure that the sentence was increased. Mr. Quigley added that in terms of the success rate in taking people to Court, that the Team was 100% successful as they only took those cases where they were sure of getting a conviction. He went on to say that if this meant putting a particular case 'on the back burner' in order to gather the evidence required, then this is what they would do, whilst in the meantime, trying to disrupt the particular loan shark's activity.

Mr. Quigley confirmed in response to a question from Councillor G. Miller that the Team were really 'hot' on trend analysis and by using the mosaic were able to use this intelligence to identify the likely victims in a particular area. He advised that a common trait of loan sharks was to target single mothers and seek payment through sexual favours.

Councillor Mordey advised that he had attended the official launch of the Illegal Money Lending Team on 8th November in Sunderland which had been very successful. He welcomed the suggestion that leaflets and business cards be made available to Members in order to promote the work of the Team, adding that he thought Members would be pleased to support anything to remove Illegal Money Lenders from communities and particularly at this time of the year.

Councillor Wood enquired how Members would be kept in touch with what was happening in the City in terms of the work of the Illegal Money Lending Team.

Mr. Quigley advised that regional reports would be produced which would include what was happening in Sunderland and that this together with regular liaison with the Council's Trading Standards Officers would ensure that the Council was aware of what was happening in the City.

Mr. Reading, Principal Trading Standards Officer, Sunderland City Council added that an action plan was being developed with a number of interested parties and there was constant communications activity with Denise Meek the Liaison Officer assigned to the Council.

In response to Ms. Jessica May, Partnership Manager for Sunderland Partnership, Mr. Quigley advised that training could be provided through Ms. Meek to the Street Pastor service so that they were aware of the issues, what triggers to look for and could assist in supporting victims of illegal money lending.

Councillor Rolph advised of the initiatives used to promote awareness of the support available to victims of Domestic Violence and of the publicity materials produced. She stated that items such as memory sticks and lip gloss had been issued to victims that provided details of where to get help, advice and support and had been shown to work well. She suggested that this might be something the Illegal Money Lending Team might find useful to promote awareness of the help it can provide and to spread its message.

Mr. Quigley thanked Councillor Rolph for the suggestions, commenting that the idea of the lip gloss was one which he would look to take forward. He added that the Team used various methods of promoting the work it did including dressing up in shark suits, supplying banners and the suits to 'piggyback' on any community events already planned in order to reach victims of illegal money lending and provide advice and support.

Councillor Rolph suggested that the Area Committees might also provide a good forum in which to raise awareness of the work of the Team particularly in the run up to Christmas.

Members having thanked, Mr. Quigley for his attendance; it was:-

2. RESOLVED that the information contained in the report, the presentation and brought out during the discussion, be noted.

LSP Annual Review

The Partnership Manager for Sunderland Partnership submitted a report (copy circulated) advising the Committee of her intention to attend the meeting and to provide a presentation to inform the Committee of the changes which are occurring in relation to the Sunderland Partnership.

(For copy report – see original minutes).

Ms. Jessica May, Partnership Manager for Sunderland Partnership gave a presentation to the Committee providing an overview of national policy regarding the future of Local Strategic Partnerships, the emerging role of the Sunderland Partnership, the refreshed objectives and remit for the future, together with the proposed Partnership structure and future relationship with Scrutiny.

Ms. May advised that discussions were being carried out with the Head of Scrutiny and Area Arrangements concerning how the Partnership could develop and extend its role with regards to the Council's Area Committees and make a proper contribution.

Ms. May advised that it was hoped that the Partnership would be appointing a Chair in the not too distant future following the departure of Canon Stephen Taylor.

Members of the Committee commented that it was important that:-

- the refreshed Sunderland Partnership provided added value,
- Scrutiny whilst engaging with the Sunderland Partnership and seeking to have a greater understanding of the Partnership's role, was able to maintain its independence so as to be able to scrutinise the work of the Sunderland Partnership appropriately, and
- the structure and membership of the Sunderland Partnership were transparent and the agenda papers and minutes of the meetings were available and accessible for anyone to view.

Ms. May confirmed that the Sunderland Partnership website provided details of the structure, vision, agenda and minutes of the Partnership meetings. In response to the comment that not all members of the Partnership engaged with the Scrutiny process, Ms. May stated that she would raise this with the Partners on the Committee's behalf.

Ms. Sonia Tognarelli, Head of Financial Resources commented that the Council would be seeking to ensure that there was a more equal sharing of resources and that the new Partnership Boards engaged with the Council's three year financial planning process and Responsive Local Services.

The Chairman thanked Ms. May for her attendance and presentation and wished the Partnership well with the ongoing changes.

3. RESOLVED that the content and the ongoing changes at the Sunderland Partnership detailed within the presentation and brought out during the discussion be noted.

Scrutiny Work Programmes for 2011-12

The Chief Executive submitted a report (copy circulated) attaching for information the variations to the Scrutiny Committee work programmes for 2011/12 and providing the opportunity to review the Committee's own work programme for 2011/12.

(For copy reports – see original minutes).

4. RESOLVED that the variations to the Scrutiny Committees' work programmes for 2011-12 and to the Management Scrutiny Committee's own work programme be noted.

Forward Plan – Key Decisions for the Period 1st November, 2011 – 28th February, 2012

The Chief Executive submitted a report (copy circulated) providing Members with an opportunity to consider those items in the Executive's Forward Plan for the period

1st November, 2011 – 28th February, 2012 which relate to the Management Scrutiny Committee.

(For copy report – see original minutes).

5. RESOLVED that the Executive's Forward Plan for the above period be received and noted.

The Chairman thanked everyone for their attendance and closed the meeting.

(Signed) R.D. TATE,
Chairman.

MANAGEMENT SCRUTINY COMMITTEE

AUDIT COMMISSION ANNUAL AUDIT LETTER 2010/2011

REPORT OF THE HEAD OF LAW AND 15 DECEMBER 2011 GOVERNANCE

1. Purpose of the Report

- 1.1 To provide Members with an opportunity to consider the Audit Commission's Annual Audit Letter for 2010/2011, considered by the Cabinet on 7 December 2011, and to meet with representatives from the Audit Commission.

2. Background Information

- 2.1 The Cabinet, at its meeting on 7 December 2011, gave consideration to the attached report of the Executive Director of Commercial and Corporate Services in relation to the City Council's Annual Audit and Inspection Letter covering the year 2010/2011 (appendix A refers).
- 2.2 The letter includes issues arising from the audit of the Council's financial statements on the results of the Audit Commission's work undertaken as part of the assessment of the Council's arrangements to securing value for money in its use of resources.

3. Recommendation

- 3.1 It is recommended that the Committee considers the City Council's Annual Audit Letter for 2010/2011 and seek the views of the Audit Commission where felt appropriate.

4. Background Papers

There were no background papers used in the preparation of this report.

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CABINET MEETING – 7th December 2011

EXECUTIVE SUMMARY SHEET- PART 1

Title of Report: Audit Commission Annual Audit Letter 2010/2011	
Author: Executive Director of Commercial and Corporate Services	
Purpose of Report: This report details the Audit Commission's (AC) Annual Audit Letter (AAL) covering the year 2010/2011. A copy is attached.	
Description of Decision: Cabinet is recommended to: <ul style="list-style-type: none">• Note and comment on the contents of this report, and• Refer the report to Council for their consideration	
Is the decision consistent with the Budget/Policy Framework? Yes	
If not, Council approval is required to change the Budget/Policy Framework	
Suggested reason(s) for Decision: To enable Cabinet to consider and comment on the contents of the independent report together with any actions the Council is undertaking in response to it.	
Alternative options to be considered and recommended to be rejected: No alternative options are considered appropriate.	
Is this a "Key Decision" as defined in the Constitution? No	Relevant Scrutiny Committee: Management
Is it included in the Forward Plan? No	

Cabinet Meeting – 7th December 2011

AUDIT COMMISSION ANNUAL AUDIT LETTER 2010/11

Report of the Executive Director of Commercial & Corporate Services

1.0 Purpose of the report

- 1.1 This report details the Audit Commission's (AC) Annual Audit Letter (AAL) covering the year 2010/2011. A copy is attached.

2.0 Description of Decision

- 2.1 Cabinet is recommended to:

- Note and comment on the contents of this report, and
- Refer the report to Council for their consideration.

3.0 Introduction / Background

- 3.1 The Audit Commission's Code of Audit Practice requires auditors to prepare an AAL and issue it to each audited body. The purpose of preparing and issuing AALs is to communicate to the audited body and key external stakeholders, including members of the public, the key issues arising from the auditors' work, which auditors consider should be brought to the attention of the audited body.
- 3.2 The AAL summarises the findings of the 2010/11 audit, which comprises two elements:
- An audit of the Council's financial statements
 - An assessment of the Council's arrangements to achieve value for money in the use of resources
- 3.3 The AAL also provides an update on the position relating to the objections to the Accounts for 2007/08, 2008/09 and 2009/10.

4.0 Overall Position

- 4.1 The AAL is extremely positive overall providing a strong endorsement of the financial management and planning and governance arrangements in place across the Council.
- 4.2 The report provides an unqualified opinion on the financial statements and an unqualified VFM conclusion. The report confirms that the Council:
- Has robust arrangements in place to ensure its financial resilience.
 - Has a history of good financial management, robust systems of corporate governance and internal control, and a strong record in the delivery of budgets.
 - Had prepared for the economic challenges facing public services through the Sunderland Way of Working.

- Is committed to improvements in service delivery and outcomes, and has also identified significant savings.

4.3 Financial Statements and Annual Governance Statement

- 4.3.1 The District Auditor (DA) issued an unqualified opinion on the Council's financial statements on 30 September 2011.
- 4.3.2 The DA commented that *"the financial statements presented for audit were of good quality, they complied with the new requirements of International Financial Reporting Standards (IFRS) and officers have once again been helpful in dealing with the audit and with our queries. This is a considerable achievement, as compliance with IFRS created significant problems across the country and some authorities were unable to meet the statutory deadlines."*
- 4.3.3 The DA also reported that financial statements have been streamlined where possible, key controls within the Council's main financial systems were operating as designed and there were no significant issues to raise with the Council. The DA will work with the Council over the next year to help address the small number of areas for improvement that were identified during the audit.

Resolution of Objections from Earlier Years

- 4.3.4 Previously, the DA was unable to issue a final certificate for the 2009/10 accounts as outstanding objections to the Council's accounts for 2007/08 and 2008/09 had yet to be decided, and a legal issue had arisen which had led to further delays in issuing the final certificates for the three accounting years.
- 4.3.5 Following the conclusion of legal issues the DA has determined that no further action is required in response to the objections raised to the 2007/08 and 2008/09 accounts. As a result, he issued final certificates on 30 September 2011 to formally close the audits for 2007/08, 2008/09 and 2009/10, as well as that for 2010/11.

4.4 Value for Money

- 4.4.1 The DA issued an unqualified conclusion stating that the Council had proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources on 30 September 2011.
- 4.4.2 The DA reported that *"the Council has robust arrangements in place to ensure its financial resilience. The Council has a history of good financial management, robust systems of corporate governance and internal control, and a strong record in the delivery of budgets. The Council had prepared for the economic challenges facing public services through the Sunderland Way of Working. The Council is committed to improvements in service delivery and outcomes, and has also identified significant savings."*

- 4.4.3 In undertaking the value for money conclusion the DA also gave consideration to areas that had been previously identified as areas for improvement (i.e. asset management and natural resources). The DA commented upon the progress that is being made and the importance of these agendas in supporting the Council to deliver value for money.

Current and Future Challenges

- 4.4.4 The AAL highlights the challenges the Council faces due to the economic downturn and the subsequent pressure on the public sector; as well as the need to cut costs yet maintain and improve key services. The Letter acknowledges the Council is prioritising its resources within tighter budgets, by achieving cost reductions and by improving efficiency and productivity.
- 4.4.5 In highlighting the challenges the DA has identified the Council's service reviews, the "innovative" SWITCH programme, and the consideration of alternative forms of service delivery and new and innovative ways of working as being key mechanisms to help meet the challenges.
- 4.4.6 The DA has commented that the key challenges for the Council are to:
- Closely monitor the 2011/12 budget and take early action if budget savings are not being delivered
 - Monitor service delivery and governance arrangements to ensure that standards are maintained during a period of significant change

5.0 Relevant Considerations / Consultations

- 5.1 Government regulations require the AAL to be published. In addition to publication as part of the Cabinet, Management Scrutiny Committee and Council Agendas, and its publication on the AC website it is proposed to place the full report on the Council website.

6.0 Reasons for Decision

- 6.1 To enable Cabinet to consider and comment on the contents of the independent report together with any actions the Council is undertaking in response to it.

Annual Audit Letter

Sunderland City Council

Audit 2010/11



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Key messages

This report summarises the findings from my 2010/11 audit and provides an update on the position relating to objections to the accounts for 2007/08 and 2008/09. My audit for 2010/11 comprised:

- **the audit of the Council's financial statements; and**
- **my assessment of arrangements to achieve value for money in the use of resources.**

	Our findings
Unqualified audit opinion	✓
Proper arrangements to secure value for money	✓

Audit opinion and financial statements

I issued an unqualified opinion on the financial statements on 30 September 2011.

The financial statements presented for audit were of good quality, they complied with the new requirements of International Financial Reporting Standards (IFRS) and officers have once again been helpful in dealing with the audit and with our queries. This is a considerable achievement, as compliance with IFRS created significant problems across the country and some authorities were unable to meet the statutory deadlines

Value for money

I also issued an unqualified conclusion stating that the Council has proper arrangements in place to secure economy, efficiency and effectiveness in its use of resources on 30 September 2011.

The Council has robust arrangements in place to ensure its financial resilience. The Council has a history of good financial management, robust systems of corporate governance and internal control, and a strong record in the delivery of budgets. The Council had prepared for the economic challenges facing public services through the Sunderland Way of Working. The Council is committed to improvements in service delivery and outcomes, and has also identified significant savings.

Resolution of objections from earlier years

Following the completion of legal cases in the Courts, I have now determined the objections to the 2007/08 and 2008/09 accounts. I concluded that I did not need to take any formal audit action and I issued final certificates on 30 September 2011 to formally close the audits for 2007/08, 2008/09 and 2009/10 as well as that for 2010/11.

Current and future challenges

Challenges

Economic downturn and pressure on the public sector
Cutting costs but maintaining and improving key services

Key Issues

The 2011/12 budget was one of the most difficult the Council has faced. The outcome of the comprehensive spending review in the autumn of 2010 was that there would be significant cuts in central government funding. In Sunderland's case, this meant an overall reduction of £58m, with further cuts to follow in 2012/13.

The Council is committed to improving service delivery and outcomes, and needs to make savings. Further activity is underway through several tranches of service reviews; recognising that further savings will be required in 2012/13 (estimated at £26.2m) and beyond.

The Council has established its innovative SWITCH programme (Staff Working in Transition and Change). This aims to support the delivery of the Council's business operating model and support the associated restructuring issues by finding displaced workers alternative employment in the Council as part of a wider set of measures in place to manage the position. The Council has made a commitment to seek to avoid mass redundancies.

The key challenges for the Council are to:

- closely monitor the 2011/12 budget, taking early action if budget savings are not being delivered; and
- monitor service delivery and governance arrangements to ensure that standards are maintained during a period of significant change.

The Council is also actively developing a range of alternative forms of service delivery and new and innovative ways of working. As this is a key focus for Community Leadership, decisions on delivery models will be based on grounds of service improvement and value for money. The Council is engaging with key stakeholders about where alternative service delivery models can demonstrate significant community and organisational benefits.

Financial statements and annual governance statement

The Council's financial statements and annual governance statement are an important means by which the Council accounts for its stewardship of public funds.

Overall conclusion from the audit

The financial statements were approved by the Audit and Governance Committee on 30 September 2011. I issued an unqualified audit opinion on that date.

The financial statements presented for audit were of good quality, they complied with the new requirements of International Financial Reporting Standards (IFRS) and officers have once again been helpful in dealing with the audit and with our queries. This is a considerable achievement, as compliance with IFRS created significant problems across the country and some authorities were unable to meet the statutory deadlines.

Some amendments to the draft accounts were agreed with officers as a result of our audit work.

I am pleased to report that despite the significant challenge of implementing IFRS accounts which require more disclosures, the financial statements have been streamlined where possible, meaning that the length of the accounts has reduced overall and the disclosures are more focused than previously.

There is still scope to further improve working papers, and we will work with officers to secure further improvement for next year's audit.

I considered aspects of your accounting practices, accounting policies, accounting estimates and financial statements disclosures. There were no significant issues to raise with the Council.

I concluded that, in general, the key controls within the Council's main financial systems were operating as designed.

Resolution of objections

Objections were made to the Council's accounts for 2007/08 and 2008/09. This meant that I was unable to issue my certificate for those accounts and also that I was unable to issue my final certificate for the 2009/10 accounts until the objection was decided.

I have now reached a decision on the objections, which related to income and expenditure in respect of car parking, sharing my decision and statement of reasons with the Council and the objector on 18 August 2011.

My decision is:

- not to make an application to the court for a declaration that there is an unlawful item of account in the Council's accounts under section 17 of the Audit Commission Act 1998; and
- not to make a report in the public interest under section 8 of the Audit Commission Act 1998.

I issued certificates to close the 2007/08, 2008/09 and 2009/10 audits on 30 September 2011.

Although not requiring formal audit action, there were three areas where Council processes could have been improved. I have suggested the following actions to avoid challenge in the future, which have been agreed by officers:

- the formal novation of contracts should be carried out promptly;
- records need to be kept to demonstrate decisions made under delegated powers; and
- when introducing new car parking regulations and arranging signage, care must be taken to ensure that this is done properly.

Value for money

I considered whether the Council is managing and using its money, time and people to deliver value for money. I assessed performance against the criteria specified by the Audit Commission and have reported the outcome as the value for money (VFM) conclusion.

My overall conclusion was that the Council has proper arrangements to secure, economy, efficiency and effectiveness in its use of resources. I issued an unqualified value for money conclusion on 30 September 2011.

I reviewed the two criteria specified by the Audit Commission and undertook follow up work in two other areas where I had previously identified scope for improvement. My key findings and conclusions on each of these areas are set out on the following pages:

- financial resilience;
- securing economy efficiency and effectiveness;
- asset management follow up work; and
- natural resources follow up work.

Value for money criteria and key messages

Criterion	Key messages
1. Financial resilience The organisation has proper arrangements in place to secure financial resilience. Focus for 2010/11: The organisation has robust systems and processes to manage effectively financial risks and opportunities, and to secure a stable financial position that enables it to continue to operate for the foreseeable future.	Criteria met <p>The Council has robust arrangements in place to ensure its financial resilience. The Council has a history of good financial management, robust systems of corporate governance and internal control, and a strong record in the delivery of budgets. During 2008/09 and 2009/10, the Council delivered £22.9m of efficiency savings for reinvestment in service priorities.</p> <p>In 2010, the new Government signalled its intention to address the growing national budget deficit with significant reductions in public spending. An Emergency Budget required savings of over £9m to be made by the Council during 2010/11.</p> <p>The 2010/11 outturn shows that the Council not only made these savings, but only drew on £2.3m of its general reserve, rather than the £7.2m that had been originally planned, without impacting adversely on front line services. The Council was also able to set aside some £8m of resources for future commitments.</p> <p>At 31 March 2011, the Council's general reserve which is available to meet unforeseen circumstances stood at £12m, whereas total usable reserves were £169m. Although the majority of these are earmarked for specific purposes, they do provide the Council with enhanced flexibility to manage its financial position in the current difficult economic environment.</p> <p>The 2011/12 budget was one of the most difficult the Council has faced. The outcome of the comprehensive spending review in the autumn of 2010 was that there would be significant cuts in central government funding. In Sunderland's case, this meant an overall reduction of £58m, with further cuts to follow in 2012/13.</p> <p>The Council had prepared for the challenges it faced through the Sunderland Way of Working (SWOW) and its business transformation programme. This helped the Council balance its 2011/12 budget.</p> <p>Although there has been a focus on the immediate priority of making savings for 2011/12, the Council has already refreshed (in draft form) its medium term financial plan:</p> <p>The key challenges for the Council are to:</p> <ul style="list-style-type: none">■ closely monitor the 2011/12 budget, and take early action if budget savings are not being delivered; and■ monitor service delivery and governance arrangements to ensure that standards are maintained during a period of significant change.

Criterion	Key messages
<p>2. Securing economy efficiency and effectiveness</p> <p>The organisation has proper arrangements for challenging how it secures economy, efficiency and effectiveness.</p> <p>Focus for 2010/11:</p> <p>The organisation is prioritising its resources within tighter budgets, for example by achieving cost reductions and by improving efficiency and productivity.</p>	<p>Criteria met</p> <p>The Council had prepared for the economic challenges facing public services through the SWOW. SWOW is the umbrella term covering Authority Improvement Programmes including the areas of Business Transformation, Community Leadership, Economic Regeneration, Reputation and Influencing as well as Directorate Improvement Programmes. This has helped the Council identify the £58m savings required in the 2011/12 budget round:</p> <ul style="list-style-type: none"> ■ £19m area based and specific grant cuts passported to relevant activities; including major cuts, such as £9.9m loss of working neighbourhood funding previously used to strengthen the local economy; ■ Business Transformation Programme savings – £26m (£8m from strategic and shared services, £2.5m from customer services, IT and property, £5m from procurement, and the remainder from a programme of service reviews); and ■ remainder of savings found from one off use of surpluses and reserves (£5.5m), increased income (£2.8m) and other savings. <p>The Council is committed to improving service delivery and outcomes, but needs to make savings. Further activity is underway through several tranches of service reviews; recognising that further savings will be required in 2012/13 (estimated at £26.2m) and beyond.</p> <p>The Council has established its innovative SWITCH programme (Staff Working in Transition and Change). This aims to support the delivery of the Council's business operating model and support the associated restructuring issues by finding displaced workers alternative employment in the Council as part of a wider set of measures in place to manage the position. The Council has made a commitment to seek to avoid mass redundancies.. The Council stopped external recruitment some time ago, created an Internal Jobs Market and has some flexibility in moving from agency staffing in some areas.</p> <p>A key priority for the Council is to closely monitor the overall implementation of savings plans and impact of SWITCH. Robust monitoring arrangements are in place as reflected in the budget monitoring reports to Cabinet. Officers are closely monitoring the position and taking actions to mitigate any shortfall in order to achieve a positive outturn.</p> <p>The Council's service assessments approach has delivered a range of new approaches to service provision. The Council is also actively developing a range of alternative forms of service delivery and new and innovative ways of working. As this is a key focus for Community Leadership, decisions on delivery models will be based on grounds of service improvement and value for money. The Council is engaging with Members and other key stakeholders about where alternative service delivery models can demonstrate significant community and organisational benefits.</p>

Asset management follow up

A key area for potential Council efficiencies is property rationalisation.

The Smarter Working project was set up with a focus on space utilisation targets and desk density ratios combined with increased home and mobile working is enabling increased efficiency in building use. Some buildings have already been vacated and a total of 12 buildings are anticipated to have been taken out of use by the end of 2011. The current anticipated savings of the project are £3.3m by the end of 2013/14.

The Council is considering the means by which to increase developments and investment in Sunderland through the use of its own assets.

Natural resources follow up

The Council has adopted a Sustainability Policy and is progressing plans to improve sustainability, however, some momentum has been lost due to restructuring.

The Council had originally intended to develop a Sustainability Board to oversee delivery of the Sustainability Policy. However, the streamlined Council and governance structure has led the Council to reconsider whether this is the most appropriate mechanism to take the agenda forward.

Whilst the creation of a Board is under review, the Council is looking to establish a Communities of Interest Group to promote and drive the sustainability agenda across the Council's directorates, building on the work currently ongoing at a delivery level. This group would then feed into the Council's existing governance arrangements via the Deputy Chief Executive.

It is important that service reviews come up with sustainable solutions, and sustainability should consequently be reflected more prominently in the service review process.

Closing remarks

I have discussed and agreed this letter with the Chief Executive and the Executive Director of Commercial and Corporate Services. The letter will be presented to a number of key committees and a copy will be provided to all Members. Further detailed findings, conclusions and recommendations in the areas covered by our audit are included in the reports issued to the Council during the year.

Report	Date issued
Fee Letter	April 2010
Opinion Audit Plan	March 2011
Review of Internal Audit	May 2011
IT Risk Assessment	June 2011
Interim Opinion Report	July 2011
Annual Governance Report	September 2011
Opinion on the financial statements	September 2011
Value for Money conclusion	September 2011
Annual Audit Letter	November 2011

The Council has taken a positive and constructive approach to our audit. I wish to thank the Council and its staff for their support and co-operation during the audit.

Steve Nicklin
District Auditor

November 2011

Appendix 1 – Fees

	Actual	Proposed	Variance
Audit fee	339,858 ⁱ	332,522	7,336
Grant claims and returns	43,960 ⁱⁱ	43,960	0
Non-audit work	0	0	0
Total	383,818	376,482	7,336

ⁱ The actual fee includes an additional fee of £7,336, which reflects the cost of additional work undertaken to resolve the objection. These figures do not reflect the fee rebates that have been paid back to the Council, following savings made by the Audit Commission, and rebated to audited bodies on a national basis.

ⁱⁱ This remains our best estimate for grant claims and returns. This work is not likely to be completed until the end of December 2011.

Appendix 2 – Glossary

Annual governance statement

Governance is about how local government bodies ensure that they are doing the right things, in the right way, for the right people, in a timely, inclusive, open, honest and accountable manner.

It comprises the systems and processes, cultures and values, by which local government bodies are directed and controlled and through which they account to, engage with and where appropriate, lead their communities.

The annual governance statement is a public report by the Council on the extent to which it complies with its own local governance code, including how it has monitored the effectiveness of its governance arrangements in the year, and on any planned changes in the coming period.

Audit opinion

On completion of the audit of the financial statements, I must give my opinion on the financial statements, including:

- whether they give a true and fair view of the financial position of the audited body and its spending and income for the year in question; and
- whether they have been prepared properly, following the relevant accounting rules.

Opinion

If I agree that the financial statements give a true and fair view, I issue an unqualified opinion. I issue a qualified opinion if:

- I find the statements do not give a true and fair view; or
- I cannot confirm that the statements give a true and fair view.

Value for money conclusion

The auditor's conclusion on whether the audited body has put in place proper arrangements for securing economy, efficiency and effectiveness in its use of resources based on criteria specified by the Audit Commission.

If I find that the audited body had adequate arrangements, I issue an unqualified conclusion. If I find that it did not, I issue a qualified conclusion.

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- any director/member or officer in their individual capacity; or
- any third party.



POLICY DEVELOPMENT & REVIEW 2011/12: PROGRESS ON REVIEWS

Report of the Chief Executive

1. Purpose of Report

- 1.1 The purpose of this report is to provide Members with an update on the progress in relation to the two policy reviews being undertaken by the Management Scrutiny Committee into self regulation and illegal money lending respectively.

2. Background

- 2.1 Initial scoping documents were presented to the Committee on the 14th July 2011 which set out proposed terms of reference for each of the reviews. At its meeting on 15th September, 2011 the Committee considered scene setting reports for both reviews into self regulation (now titled Demonstrating Local Accountability: A look at the emerging national Self Regulation Framework and implications for the Council) and illegal money lending (now titled At What Cost: The Effects of High-Cost Credit and Illegal Loan Sharks on Local Communities).

3. Demonstrating Local Accountability: Policy Review - Update

- 3.1 The first workshop into Self Regulation took place on Monday 31st October 2011 and was aimed at highlighting some of the tools that have been and continue to be developed around self regulation, as well as looking at the changes to inspection arrangements in key service areas. Graham King, Health, Housing and Adult Services and Meg Boustead, Children's Services, had been invited to attend and provide a brief overview of the inspection and assessment process in their respective service areas.

Self Regulation in Social Care

- 3.2 The previous regime of inspection included the National Performance Assessment Framework which was carried out annually by the Care Quality Commission (CQC). The future direction of inspection is based around sector led improvement as follows:

- Nationally led by the Association of Directors of Adult Social Services (ADASS), the Local Government Group (LGG) and CQC;
- Co-ordinated through Promoting Excellence in Councils' Adult Social Care Programme Board;
- A regional approach developed by NE ADASS.

- 3.3 The regional approach has four main components:

1. Develop a consistent approach to performance management arrangements.
2. Provide support to those councils formerly judged as 'Adequate'.
3. Develop a regional programme of service development.

4. Start a regionally funded pilot of proposed arrangements.

3.4 The new outcomes framework for adult social care will be much more service user focused, with a measure of outcomes that is more person centred. A buddy arrangement with other councils in the North East will share out the work of peer reviews.

3.5 Members were also informed that the development of a Local Account was ongoing with discussions around the exact content of such an account. Local accounts are designed to build on the work that councils are already doing in engaging with its public and consumers around priorities and outcomes. There is the potential for local accounts to become a key accountability mechanism to the public and a useful way of informing self improvement activity locally. The account is mandatory from 2012/13. It was also noted that the Annual Account would be signed off by the relevant scrutiny committee.

Self Regulation in Children's Safeguarding

3.6 The current Ofsted inspection process was highlighted and in particular the annual unannounced inspection which lasts approximately 2.5 days. It was noted that Children's Services had been inspected on Tuesday 25 October 2011. Running in parallel with this was the announced inspection which was more detailed and lasts for up to 2 weeks. Ofsted were currently consulting on a new inspection framework which would come into operation next year and combine these 2 inspections together.

3.7 Children's Services were preparing for a peer review of the safeguarding service. In preparing for the review an honest and frank self assessment was to be completed. Also with a peer review the service can target areas for review which can help develop new or different approaches to service operation.

3.8 It was noted that feedback from this peer review would be reported back to one of the future programmed scrutiny workshops on self regulation.

Self Regulation Resources

3.9 A number of resource tools were available or under development for local authorities to use and assist in the development and implementation of self regulation within organisations. These included:

Taking the Lead (LGA) – The Local Government Groups approach to self regulation in the public sector aimed at helping councils strengthen their accountability;

Seven Point Offer (LGA) – These include Peer Challenge, Peer Support, Knowledge Hub, Data and Transparency, Leadership Support and Learning & Support Networks; and,

LG Inform (LGA) – This is a performance management tool online that provides performance information against comparators of the researcher's choice. This has the potential to be a powerful tool facilitating the creation of 'bespoke' performance reports.

3.10 The complete notes from this workshop are attached as **Appendix 1** of this report.

4. At What Cost? : Policy Review - Update

4.1 The official launch of the Illegal Money Lending Team (IMLT) in Sunderland took place on Tuesday 8th November 2011 at the National Glass Centre. The event was attended by a number of key stakeholders from across the city with the aim of developing an action plan for the IMLT in Sunderland.

4.2 In attendance at the Management Committee Meeting held on Thursday 10th November 2011 was the Head of the Illegal Money Lending Team in England, Tony Quigley (TQ).

4.3 TQ provided a presentation for Members around the work of the IMLT, the practices of illegal money lenders and a number of case studies that the team had worked on.

4.4 TQ also made reference to the official launch of the Illegal Money Lending Team in Sunderland. A Stop Loan Sharks banner was going to be put up on one of the shops in Sunderland City Centre to promote the work of the Team. TQ also reported that trend analysis was a crucial part and to this end the Sunderland Mosaic System would assist the Team in terms of targeting support to neighbourhoods. The IMLT had found that certain characteristics were common to areas that were the location of loan shark activities. TQ also noted that the IMLT adopted and adapted to any emerging new trends.

4.5 In terms of reporting of IMLT activity it was noted that regional reports were produced and this would include any activities from Sunderland, there would also be regular contact with the Council's Trading Standards Officers to ensure effective communication.

4.6 Initiatives used to promote awareness of the support available to victims of Domestic Violence and of the publicity materials produced were highlighted including items such as memory sticks and lip gloss that provided details of where to get help, advice and support. TQ was particularly interested in the lip gloss idea and would be looking to incorporate this into the IMLT's publicity tools.

4.7 The timetable for this policy review is attached as **Appendix 2** of this report.

5. Next Steps

5.1 The second Self Regulation workshop is due to take place on Tuesday 13th December at 4pm in Committee Room 3. This workshop aims to look at one of the key accountability tools in peer challenge. The final two workshops will be arranged for January/February 2012.

5.2 A working group is take place in relation to the review into Illegal Money Lending and High Cost Credit on Thursday 15th December at 4pm, prior to the Management Scrutiny Committee meeting. Further focus groups and activities are being arranged in line with the policy review timetable.

6. Recommendations

- 6.1 That the information in the report is noted.

Background Papers

Management Scrutiny Committee Papers - Minutes

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Management Scrutiny Committee

Self Regulation Workshop 1

Notes of Workshop held on 31 October 2011

Present: Cllrs Tate, Rolph, Anderson and Wood.

Also Present: Mike Lowe, Caryl Macbeth, Graham King, Meg Boustead and Nigel Cummings.

The purpose of this initial workshop was twofold in highlighting some of the tools that have been and continue to be developed around self regulation, and looking at the changes to inspection arrangements in key service areas. Graham King and Meg Boustead had been invited to attend and provide a brief overview of the inspection and assessment process in their respective service areas.

Self Regulation in Adult Social Care

The previous regime of inspection included the National Performance Assessment Framework which was carried out annually by the Care Quality Commission (CQC). From this all councils were given an annual judgement and rating which covered the seven dimensions of social care. The judgement had within it agreed areas for improvement and areas of strength, this acted as a blueprint for the forthcoming year.

It was noted that for the 9 years of this inspection regime Sunderland City Council's Adult Social Care was rated excellent in 8 of the 9 inspections undertaken and good in the other one.

The future direction of inspection is based around sector led improvement as follows:

- Nationally led by the Association of Directors of Adult Social Services (ADASS), the Local Government Group (LGG) and CQC;
- Co-ordinated through Promoting Excellence in Councils' Adult Social Care Programme Board;
- A regional approach developed by NE ADASS.

The regional approach has four main components:

1. Develop a consistent approach to performance management arrangements.
2. Provide support to those councils formerly judged as 'Adequate'.

3. Develop a regional programme of service development.
4. Start a regionally funded pilot of proposed arrangements.

It was noted that South Tyneside Council had agreed to undertake the pilot for these regional arrangements.

Members were also informed that the development of a Local Account was ongoing with discussions around the exact content of such an account. Local accounts are designed to build on the work that councils are already doing in engaging with its public and consumers around priorities and outcomes. There is the potential for local accounts to become a key accountability mechanism to the public and a useful way of informing self improvement activity locally. It was acknowledged that the account would become mandatory from 2012/13.

The new outcomes framework for adult social care will be much more service user focused, with a measure of outcomes that is more person centred. A buddy arrangement with other councils in the North East will share out the work of peer reviews. There is agreement on the main standards that councils will judge each other on, these are:

- Reablement
- Personalisation
- Prevention
- Safeguarding.

It was noted that the peer review arrangements would involve elected members.

It was also noted that the Annual Account would be signed off by the relevant scrutiny committee.

Members enquired if moving to a self assessment framework would lead to the potential for complacency. It was reported that in preparing local accounts the council needs to be very honest and brave and we like other local authorities in the region will rely on the peer council to be honest in its judgements.

Children's Services – Safeguarding

Members were reminded of the Ofsted inspection process and in particular the annual unannounced inspection which lasts approximately 2.5 days. It was noted that Children's Services had been inspected on Tuesday 25 October 2011. Running in parallel with this is the announced inspection which is more detailed and lasts for up to 2 weeks.

It was highlighted that Ofsted were currently consulting on a new inspection framework which will come into operation next year and this will tie these 2 inspections together.

There will also be more focus in future on the performance of safeguarding services within councils.

It was noted that the council Children's Services were preparing for a peer review of the safeguarding service. This review will be free to the council as it is funded by the government. This will be extremely beneficial to the service and the council as a whole. In preparing for this review an honest and frank self assessment is to be completed. Also with a peer review the service can target areas for review which can help develop new or different approaches.

It was noted that feedback from this peer review would be reported back to one of the future programmed workshops on self regulation.

Self Regulation Resources

Members were given a brief overview of some of the resources and tools available to the Council in relation to self regulation. These were as follows:

Taking the Lead (LGA) – The Local Government Groups approach to self regulation in the public sector aimed at helping councils strengthen their accountability.

Seven Point Offer (LGA) – These include Peer Challenge, Peer Support, Knowledge Hub, Data and Transparency, Leadership Support and Learning & Support Networks.

Accountability Tools (LGID) – Tools are very limited at present due to the new and developing nature of self regulation. The various aspects of the offer relate to different aspects of performance management and are brought together on a dedicated web page so they can be seen as a coherent whole.

Accountability Tools (CfPS) – The Centre for Public Scrutiny has published research around accountability entitled 'Accountability Works'.

YouChoose Budget Simulator – This is a participatory budget tool that is now offered free of charge to all local authorities.

LG Inform (LGA) – This is a performance management tool online that provides performance information against comparators of the researcher's choice. This has the potential to be a powerful tool facilitating the creation of 'bespoke' performance reports.

Summing Up

It was hoped that this first workshop had given an overview of the wider performance perspective and provided some reassurances that many of the principles of performance management are still valued.

Self regulation provides an opportunity to measure the things that really matter to residents and local communities. It will be important through the development of self regulation that the council develops robust procedures as well as looking at how it encourages local people to become more involved with the issues of performance.

MANAGEMENT SCRUTINY COMMITTEE – POLICY REVIEW PLAN

Timeline	Review Task	Aims & Objectives	Methodology	Contributors
15 Sep 11	Management Scrutiny Committee Formal Meeting	To provide the committee with an approach to the review as well as setting the scene for the work to be undertaken.	Written Report	Scrutiny Officer Trading Standards Officers
Sep/Oct 11	The Council Perspective	To provide the committee with evidence around money lending and associated factors from a local authority perspective.	Focus Group	Scrutiny Officer Various Council Officers
8 Nov 11	Develop information for local media use.	Raise Awareness of the Review with the Public and encourage public involvement.	Article in the Community Newsletter	Scrutiny Officer Communications Team
13 Oct 11	Management Scrutiny Committee Formal Meeting	Progress on the policy review and opportunity for Members to further develop the review.	Written Report	Scrutiny Officer Trading Standards Officers
Nov 11	To look at some of the effects of money lending on local communities and people	To understand the effects of debt and illegal money lending on communities and if crime levels/instances rise as a result.	Focus Group	Police & Local Magistrates Scrutiny Officer
10 Nov 11	Management Scrutiny Committee Formal Meeting	Evidence from the Illegal Money Lending Team	Presentation	Scrutiny Officer ILM Team Trading Standards Officers
Dec 11	Looking at the Support and Help Networks in Sunderland	To gather the views of support groups and organisations in relation to the debt/money lending situation within Sunderland.	Focus Group	Scrutiny Officer Local Debt Advisors, CAB, Community & Voluntary Groups
15 Dec 11	Management Scrutiny Committee Formal Meeting	Progress on the policy review and opportunity for Members to further develop the review.	Written Report	Scrutiny Officer Trading Standards Officers

MANAGEMENT SCRUTINY COMMITTEE – POLICY REVIEW PLAN

Dec 11/Jan 12	To hear evidence from credit providers	To provide the opportunity for credit providers operating in Sunderland to give evidence to the committee	Focus Group	Scrutiny Officer Trading Standards Officers Credit Providers
19 Jan 12	Management Scrutiny Committee Formal Meeting	Progress on the policy review and opportunity for Members to further develop the review.	Written Report	Scrutiny Officer Trading Standards Officers
Jan/Feb 12	To hear evidence from members of the public	An opportunity for members of the public to share their experiences of high-cost credit and/or other forms of money lending.	Focus Group	Scrutiny Officer Trading Standards Officers Members of the Public
Jan/Feb 12	To look at the local political viewpoint in relation to the review issue	To gather the views of local MPs in relation to high cost-credit and illegal money lending.	Informal Discussion	Local MPs Scrutiny Officer
16 Feb 12	Management Scrutiny Committee Formal Meeting	Progress on the policy review and opportunity for Members to further develop the review.	Written Report	Scrutiny Officer Trading Standards Officers
24 Feb 12	The Reflection of Evidence	To look at the evidence gathered and discuss how the report is to be presented. Also look at potential recommendations from the evidence.	Informal Meeting	Scrutiny Officer Trading Standards Officers
March/April 12	Preparation of draft and final reports	To gather all the evidence together, draw conclusions and make recommendations	tbc	Scrutiny Officer Trading Standards Officers

N.B. All members of the Management Scrutiny Committee are contributors at all stages of the review process.

PERFORMANCE REPORT QUARTER 2 (APRIL 2011 – SEPTEMBER 2011)

REPORT OF THE CHIEF EXECUTIVE

1.0 Purpose of the report

1.1 The purpose of this report is to provide Management Scrutiny Committee with a performance update relating to the period April to September 2011. This quarter the report includes a summary of:

- Changes to the national performance management arrangements
- Key Performance issues for the first six months of 2011/12 reported to each scrutiny committee
- Progress in relation to a range of 'Corporate Health' indicators relevant to Management Scrutiny

2.0 Background

2.1 Performance reports provided to Scrutiny Committee throughout 2010/11 as part of quarterly performance monitoring arrangements were closely linked to performance indicators from the previous government's national indicator list, with a particular focus on those prioritised within the Local Area Agreement.

2.2 In October 2010 the Coalition Government announced the deletion of the National Indicator set and also announced that from April 2011 there would no longer be a requirement for council's to produce an LAA. Both announcements signalled a move towards self regulation and improvement with more flexibility to report against local priorities using a set of locally determined measures for 2011/12.

2.3 For 2011/12 the Council's aim is that, in future, performance reporting should be focused on the key priorities for the people, place and economy of Sunderland and should continue to be a robust appraisal of the situation resulting in actions. It should cover the main strengths, areas for improvement, outstanding risks and how these are being addressed. This is a move away from simply reporting all performance indicators with no weighting to reflect their relative importance to the Council. Instead, the aim is to draw attention to the areas that matter most and maximise improvement to deliver Value for Money.

2.4 It is envisaged that in 2011/12 Scrutiny will continue to have an important role to play in the authority's revised performance management framework. This will include regular challenging of heads of service and senior officers on ongoing performance issues focussing on particular areas of concern.

2.5 The following criteria have been taken into consideration by Heads of Service and service managers in establishing performance indicators for 2011/12

- **Council priorities** (including a City that is Prosperous; a Learning City; Healthy; Safe; and Attractive & Inclusive)
- **Service priorities**
- **Service/operational needs**
- **Internal management information** (including corporate health measures)
- **Value for money** – economy efficiency effectiveness
- **Customer expectations**
- **Ability to benchmark** against our peers (e.g. other local authorities). For some services, sector led consultation has been carried out through various benchmark groups to establish an agreed set of indicators which could be shared.
- **Sector led approaches**- where national frameworks have been developed by particular sectors or professional bodies

2.6 Members should note that some of the indicators against which the services are now measured, and reported to each relevant scrutiny committee, are new or emerging and as a result baseline and benchmarking data is not available. For this reason also at this stage for some measures targets have not yet been set. For some measures the data has not been collected at this point in the year as the information is not due for collection until quarter 3 or quarter 4. Target setting will be revised once more data is available to inform our position. For 2012/13 performance reporting a formal target setting process is due to be undertaken later in the year as part of the service planning process.

3.0 Performance Reporting to Management Scrutiny Committee 2011/12

3.1 At the end of 2010/2011 Management Scrutiny Committee received a performance report summarising performance for the year. With the demise of the LAA it was proposed, that future performance reports for Management Scrutiny should draw together the key themes and issues reported to each of the other scrutiny committees.

3.2 In addition to an overview of performance against reported to each scrutiny committee, this report includes an update against the basket of 'Corporate Health' indicators traditionally reported to Management Scrutiny Committee. These include (former) national and local performance indicators that reflect the corporate responsibilities of the Local Authority in respect of efficiency, customer focus and value for money, have been reported to Management Scrutiny Committee during 2010/11. For 2011/12 these have been updated and reviewed to ensure that these are still relevant and attached at Appendix 1 is an extract of progress against these indicators (produced by *Performance Plus*, the council's corporate performance management software system).

4.0 Overview of 2011/12 Quarter 1 and 2 Performance reported to Scrutiny Committees

4.1 Community and Safer City

- 4.1.1 Of the 22 indicators in the indicator profile reported to Community and Safer City scrutiny, there were updated performance figures in the first six months of 2011/12 for 21 of the performance indicators. 13 of the indicators were showing and improvement in performance, 2 were declining and for the remaining 6, performance is either stable or it is not possible / appropriate to undertake comparative analysis e.g. previous data is not available for comparative performance. Issues highlighted in the report included:
- 4.1.2 A reduction in overall crime down 5% compared with the previous quarter. There has been an 8% reduction in total crime for the year to date (April-September) Sunderland currently has the 3rd lowest crime rate within its peer group of similar community safety partnerships (iQuanta). Most serious violent crime has fallen for the current quarter and down 10% for the year to date from 118 to 84 crimes during April-September 11. While Assault with less serious injury has risen for the current quarter, there has been a fall for the year to date down from 458 to 390, representing a 15% fall.
- 4.1.3 There were 4929 anti-social behaviour incidents during quarter 2 of 2011/12, this compares with 6944 for the same quarter the previous year, representing a fall of 29%. There has been a fall of 30% for the year to date (April-September) with asb incidents dropping from 14374 to 10001 during the current year.
- 4.1.4 The report also included feedback from the recent Safer Communities Survey:
- 95% of respondents of the Safer Communities Survey felt very or fairly safe living in their local area of Sunderland. This is comparable to the Northumbria Force average of 96%. Results were lower when respondents were asked how safe they felt their council area as a whole was. ie Survey Qu2 (July-Sept 11):
 - Residents of Sunderland are more likely to feel that crime has fallen in the last 12 months. However, they are also more likely to perceive young people being drunk/rowdy as a problem – this issue has seen an increase this year both at an area command level and specifically in Houghton.
 - Whilst the majority of residents in Sunderland feel safe in their local neighbourhood, fewer believe Sunderland as a whole is safe compared to the force average.

4.2 Health and Wellbeing

- 4.2.1 Of the 32 indicators in the indicator profile reported to Health and Wellbeing scrutiny, there were updated performance figures in the first six months of 2011/12 for 24 of the performance indicators. 6 of the indicators were showing and improvement in performance and 18 were showing a decline in performance.

- 4.2.2 The performance report gave an overview of performance in relation to Adult Social Care, Health Inequalities, Sport and Leisure and Environmental Health. The report focused on the three key outcome indicators identified under the Adult Social Care Framework 2011/12. Issues highlighted in the report included:
- 4.2.3 There has been a significant increase in the percentage of new and existing customers receiving self-directed support, both managed accounts and/or direct payments, from 31.81% in 2010/11 to 56.17% for the period 1 October 2010 to 30 September 2011. The significant improvement in the first half of the year indicates that the 68% target set for 2011-12 should be achievable.
- 4.2.4 The number of people aged 18 and over admitted to permanent residential and nursing care has increased to 456 (equating to 202.85 per 100,000 population) for the period 1 October 2010 to 30 September 2011, a substantial increase from the 371 admissions (equating to 165 per 100,000). Some of this increase is due to previously self funding customers presenting to adult social care once their capital has reduced to below the threshold for support and also there have been a number of previously health funded cases transferring to the Council, mainly for those aged 18 to 64, due to changes in funding streams. The Council is currently working with health partners to develop better accommodation pathways to prevent admissions to permanent care for individuals.
- 4.2.5 Although there has been an increase in admissions to permanent residential and nursing care during 2011-12, there has also been an increase in the number of older people helped to live at home meaning more older people are being helped through adult social care to live independently in their own homes.
- 4.2.6 The number of delayed transfers of care has increased from 11.3 per 100,000 adult population in 2010/11 to 13.35 per 100,000 adult population for the period 1 April 2011 to 30 September 2011, with over half of the delays being attributable to social care only or jointly social care and the NHS. Current performance may be adversely affected by the decline in the number of social care assessments for new customers completed in 28 days, the provision of services for new customers in 28 days and the recent drop in performance for equipment delivered within 7 working days, all essential in preventing unnecessary delays in transfers of care.
- 4.2.7 In relation to healthy lifestyle choices relating to smoking, there is evidence that this is improving on last year with performance data for quarter 1 (April to June 2011) showing 817 smoking quitters (within 4 weeks) reported at the end of June 2011. The data shows that as at end of June 2011 the rate of smoking quitters was 354 per 100,000 population, an improvement on 315 per 100,000 population in the previous year. Quarter 2 figures are still being finalised by Health Colleagues, but early indications are that the improvement in quit rates has continued into quarter 2 as more quitters are uncovered.

4.3 Children, Young People and Learning

- 4.3.1 Of the 94 indicators in the indicator profile reported to Children, Young People and Learning scrutiny, there were updated performance figures in the first six months of 2011/12 for 65 of the performance indicators. 36 of the indicators were showing

and improvement in performance, 17 were declining and performance was stable for 12 of the indicators.

- 4.3.2 The performance report gave a summary of performance against the key outcomes for children and young people of Being Healthy, Staying Safe, Enjoying and Achieving, Making a Positive Contribution and Achieving Economic Wellbeing Issues highlighted in the report included:
- 4.3.3 Teenage Pregnancy (measured as a conception rate per 1,000 population with performance measured against the 1998 baseline). The latest figures as at the end of September 2011 show a conception rate of 55.1 per 1,000 population which is a reduction of 12.6% against the baseline of 63.1. The reduction achieved is lower than the reduction achieved in the previous year at 17.9%. Scrutiny members should note that the latest performance update as at September 2011 relates to data for the period 18 months prior.
- 4.3.4 In relation to safeguarding, Initial assessments within timescale have reduced from 83.5% in the previous year to 72.7% at the end of September 2011. This is due to a 27% increase in the number of initial assessments in the period April to September 2011, compared to the number in the same period in the previous year. Core assessments have improved, however, from 76.8% in the previous year to 81.3% at the end of September 2011.
- 4.3.5 Since 1 April 2011, 267 children have become subject to a Child Protection plan, with 40 (14.98%) of them doing so for a second or subsequent time. This is an improvement on both the year end figure for 2010/11 (16.6%) and the same period last year (19.4%).
- 4.3.6 At the September committee Members received a detailed report on the annual attainment performance of Sunderland schools.
- 4.3.7 Sunderland schools have improved the percentage of pupils at 16 with 5 A*-C including English and maths from 28% in 2000 to 55% in 2011. Nationally, results over the same period improved from 40% to 58% showing that Sunderland has narrowed the gap significantly. Sunderland is now only 3 percentage points behind the national average. The gender gap in Sunderland is greater than the gender gap nationally, with boys achieving less well than their counterparts nationally.
- 4.3.8 The Youth Justice Board / Ministry of Justice (MOJ) has also released a new performance measure for custodial sentencing of children and young people expressed as a rate per 1000 population. The latest figure as at the end of September 2011 shows a rate of 0.03, which relates to one young person sentenced to custody in the period July to September 2011.
- 4.3.9 The percentage of 4-11 year olds who are library members has improved for both boys and girls in comparison to the previous year, however, the number of overall active borrowers across Sunderland, has reduced from 181 per 1,000 population to 167. The number of physical visits to public libraries (BV117) has also reduced. There is an ongoing programme to encourage active borrowing and reading

including continued development of reading groups, author visits and promotions such as World Book Day. .

4.4 Environment and Attractive

- 4.4.1 Of the 48 indicators in the indicator profile reported to Environment and Attractive scrutiny, there were updated performance figures in the first six months of 2011/12 for 21 of the performance indicators. 10 of the indicators were showing and improvement in performance, 9 were declining and for the remaining 2, performance is either stable or it is not possible / appropriate to undertake comparative analysis e.g. previous data is not available for comparative performance.
- 4.4.2 The performance report gave a summary of performance against the key themes of: Street and Environmental Cleanliness, Recycling, Planning, Transport and Road Safety. Issues highlighted in the report included:
- 4.4.3 The amount of household waste collected and not recycled continues to improve and is above target for quarter 2. This is due to residual household waste growth being static and ongoing efforts to divert more waste for recycling in the blue bin collection service. The percentage of residual household waste recycled and composted is higher than results from this time last year. This is due to most properties now being on the blue bin recycling scheme than compared to the same period last year and the seasonal affects of the garden waste (composting) collection service means performance peaks in the first two quarters as expected.
- 4.4.4 The proportion of municipal waste (including all waste collected from schools and council buildings plus household waste) landfilled is lower than results from this time last year. This reflects the percentage sent for recycling or composting.
- 4.4.5 Planning performance remains at a high level with 84.21% of major planning applications dealt with in a timely manor which is above the local target level of 80%. The percentage of minor and other applications dealt with in a timely manor are 91.20% and 96.21% respectively. Although performance has dropped slightly below the local targets of 93.5% for Minor applications and 98% for Other applications they both still remain well above the national target levels. These percentages are volatile however, due to the economic climate and the reduced number of applications being received
- 4.4.6 The number of people killed or seriously injured or slightly injured on our roads remains low with fewer casualties in the first 6 months of 2011/12 when compared with the first 6 months of 2010/11. The Council continues to work hard to reduce the number of people killed or seriously injured through education, promotion and the implementation of traffic engineering measures where appropriate
- 4.4.7 For the average number of days taken to repair a street lighting fault, Performance has improved year on year and remains on target against 7 days.

4.5 Sustainable Communities

- 4.5.1 Of the 19 indicators in the indicator profile reported to Sustainable Communities scrutiny, there were updated performance figures in the first six months of 2011/12 for 13 of the performance indicators. 3 of the indicators were showing and improvement in performance, 8 were declining and for the remaining 2, performance is either stable or it is not possible / appropriate to undertake comparative analysis e.g. previous data is not available for comparative performance.
- 4.5.2 The performance report gave a summary of performance against the key themes of: Community Cohesion, Housing (Housing Supply and Homelessness), Culture, Sport and Leisure and Sustainability (in respect of CO2 emissions and preparedness for climate change). Issues highlighted in the report included:
- 4.5.3 The Council is currently in the process of updating its equality objectives to meet the legal needs of the Equality Act 2010 and the associated Public Sector Equality Duty. The revised Equality Scheme (draft to Cabinet in January 2012) will include new council-specific objectives. These objectives will be aligned to the Council's emerging Corporate Outcomes Framework and other key areas of development, namely the Council's approach to community resilience, the Safer City Scrutiny Committee policy review of community cohesion and subsequent community cohesion strategy review.
- 4.5.4 The number of net additional homes was 323 as at September 2010 and increased to 376 at the end of March 2011 when this indicator was last reported to this scrutiny committee. In the first quarter of the year, this saw a significant reduction to 74 homes and at the end of quarter 2 (September 2011) the number of additional homes had reduced to 31.
- 4.5.5 A key measure of performance is the total number of homelessness cases prevented. Performance has continued to improve during the second quarter of 2011/12 with 381 cases prevented at the end of September 2011 compared to 350 at the end of September 2010. This is due to the Access to Housing team's ongoing implementation of the homeless prevention agenda. The team was reorganised in July 2011 to provide a more locally based service.

4.6 Prosperity and Economic Development

- 4.6.1 The performance report for Prosperity and Economic Development reported no further performance update for the small number (6) of performance indicators reported to this scrutiny. Further updates are expected in the quarter 3 performance report. The report gave an overview of policy development and progress in respect of the council's plans for prosperity and economic development as set down in the city's Economic Master Plan.
- 4.6.2 The Council continues to monitor the state of the city economy using anecdotal evidence and other data sources which can provide more up to date information, although they can also be more sporadic and therefore provide less reliable information about long term trends.

- 4.6.3 Inevitably Sunderland's economy is heavily reliant on the recovery of the national and global economy and the increasing uncertainties in the eurozone over recent months will inevitably have consequences for the city. The Bank of England has warned that the eurozone debt crisis is the "single biggest risk" to the UK recovery and has forecast a dramatically increased threat of a double-dip recession next year. Furthermore the Bank has reduced its central growth estimate to no more than 1% in both 2011 and 2012 from previous forecasts of around 1.5% and 2.2% respectively.
- 4.6.4 This more pessimistic outlook appears to be reflected in local figures for this year. Indicative figures in the city suggest that businesses are still starting up in Sunderland, but at a reduced rate to that seen last year. The North East Region as a whole is also seeing lower business start up activity than over the same period last year, although activity is higher in other regions including London.
- 4.6.5 Despite the current economic situation, Sunderland City Council continues to focus on attracting inward investment and supporting businesses in the city.
- 4.6.6 Sunderland has been awarded Enterprise Zone status for sites covering 42 hectares close to the Nissan site and including the area of land known as Turbine Business Park. Businesses that take occupation of a property in the Zone may benefit from Business Rate Discounts or Enhanced Capital Allowances for investment in plant and machinery. An Implementation Plan for the Enterprise Zone was submitted by NELEP to Government in November 2011 and we are awaiting a formal response. Work is progressing to develop simplified planning arrangements and plans for site development. In his Autumn Statement, the Chancellor announced that the Government will expand the existing Enterprise Zone in the North East to include land around the Port of Blyth, encouraging business investment in the renewables industry. He will also make 100 per cent capital allowances available in 6 Enterprise Zones including North Eastern and Tees Valley. This will benefit the larger scale investments that are envisaged for the NELEP Zone which including the sites close to the Nissan plant in Sunderland. The Regional Growth Fund for England will also be expanded by £1 billion and extended into 2014-15 to provide ongoing support to grow the private sector in areas currently dependent on the public sector.

5.0 National and Local Corporate Health Indicators (Management Scrutiny Performance Indicators)

- 5.1 The basket of 'Corporate Health' indicators reported to Management Scrutiny Committee for the period of April to September 2011 includes 18 performance indicators. Of those 5 are improving and 8 are declining. For the remaining 5 performance is either stable or it is not possible / appropriate to undertake comparative analysis e.g. previous data is not available for comparative performance.
- 5.2 The basket of 'corporate health' indicators covers the council's corporate responsibilities in respect of being an inclusive council, efficiency, effectiveness and value for money. The latter themes have been a significant area of focus for the

Council as it has transformed to new ways of working. As the Sunderland Way of Working advances further, it is anticipated that this basket of indicators will adapt and change with a significantly revised indicator profile in place for 2012/13. Key performance updates are outlined below:

5.3 An inclusive Council

- 5.3.1 The Council is currently in the process of updating its equality objectives to meet the legal needs of the Equality Act 2010 and the associated Public Sector Equality Duty. The revised Equality Scheme (draft to Cabinet in January 2012) will include new council-specific objectives. These objectives will be aligned to the Council's emerging Corporate Outcomes Framework and other key areas of development, namely the Council's approach to community resilience, the Safer City Scrutiny Committee policy review of community cohesion and subsequent community cohesion strategy review. The development of the Council's approach to community resilience and review of community cohesion will incorporate a review of intended outcomes and associated performance measures; this will need to include a review of the associated performance information within future scrutiny performance reports.
- 5.3.2 By the end of Quarter 2 (September 2011, the proportion of employees from minority ethnic communities (BV017a) has increased to 1.41%, from 1.29% in Quarter 1 and 1.27% for the same period the previous year. There remains some under-representation of Black and Minority Ethnic (BME) staff across the Council compared to the BME population in Sunderland of 2.1% (2001 Census). The number of black and minority ethnic staff is unlikely to increase in the near future as the Council is not recruiting externally (except in schools).
- 5.3.3 By the end of Quarter 2 in 2011/12, 1.90% of employees had declared themselves as having a disability, compared to 1.95% in Quarter 1 and 2.01% for the same period the previous year. This indicator relies upon staff turnover, people declaring themselves as having a disability, and changes to employees' circumstances. The Council will shortly be carrying out a review of its monitoring information (which may include an employee survey), to ensure that the figures being reported remain up-to-date.
- 5.3.4 The percentage of top 5% of earners that are women decreased from 47.14% in Quarter 1 to 45.60% (compared to 46.67% at the same time the previous year.) This figure relies upon staff turnover, within a small comparative sample, and again, the Council is not recruiting externally.

5.4 Effectiveness, Efficiency & Value for Money

- 5.4.1 This includes for example: ensuring invoices are paid within timescale, all new claims and change events in Housing Benefit and Council Tax benefit are processed efficiently, and ensuring accurate billing and collection of Council Tax and of Business Rates. An overview of performance against these indicators is given in Appendix 1.

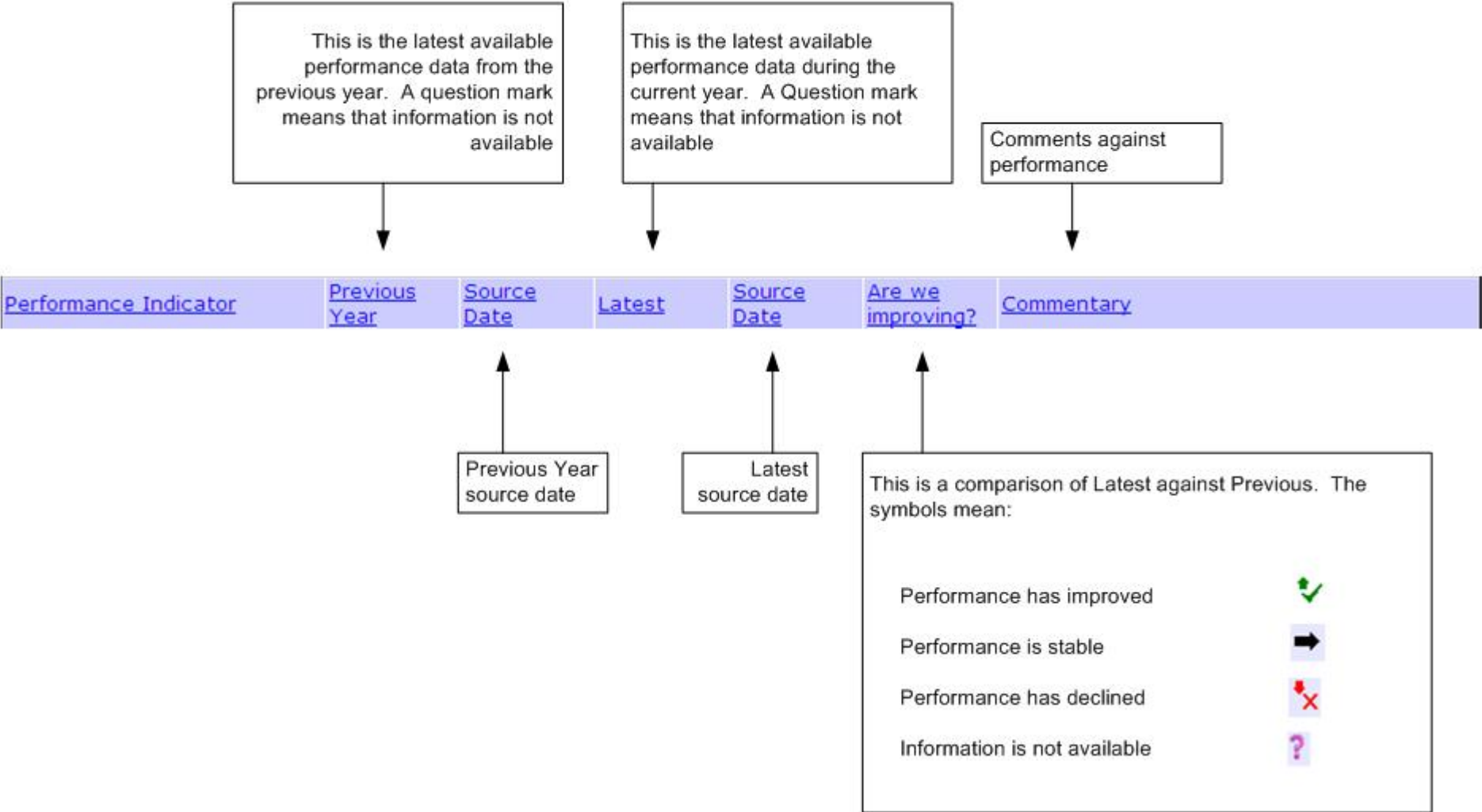
- 5.4.2 The percentage of invoices for commercial goods and services which were paid by the authority within 30 days has declined slightly during the first six months. Changes throughout the council have had an impact on performance and interim actions have been implemented to resolve in particular those areas with a high volume of blocked invoices.
- 5.4.3 The average number of days taken for processing new housing benefit claims has declined in quarter 1 but has improved in quarter 2. Caseload has increased by 237 in the first six months of the year which along with resource efficiencies has impacted. Plans to streamline processes and make use of e enabled claims are anticipated to support improvement in performance.
- 5.4.4 A new measure has been introduced regarding the identification of housing and council tax benefit fraud for 2011/12. (LPI067) and the current performance at the end of September was on target against the expected profile.
- 5.4.5 The number of working days lost due to sickness absence from has improved from 4.64 days to 4.17 days and there are less employees retiring on the grounds of independently-assessed ill health (from 0.13% to 0.09%). If the improving sickness absence performance continues throughout the year it is predicted that the overall sickness levels for the Council will show a significant improvement on last year. The Council is committed to improving the overall health of local communities and the wellbeing of employees. As many of employees live in Sunderland, ensuring a healthy workforce will not only improve attendance at work but will also contribute to a healthy city.

6.0 Recommendation








- 6.1 The Committee considers the findings within this report, including areas of good progress made by the Council and those areas that need further improvement highlighted in the report.




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Report Key



Management - Performance Overview

Performance Indicator	Previous Year	Source Date	Latest	Source Date	Are we improving?	Commentary
The percentage of invoices for commercial goods and services which were paid by the authority within 30 days (BV008)	97.11 %	30/09/2010	96.05 %	30/09/2011		Transactional Finance went live on the 30th June which included a change in the P2P (procure to pay) process, which is now done centrally. Changes throughout the Council have had an impact on performance due to staff movement/transition and interim actions have been implemented to resolve in particular those areas with a high volume of blocked invoices.
Percentage of Council Tax collected (BV009)	54.44 %	30/09/2010	56.48 %	30/09/2011		Receipt of council taxes includes arrears payments. 12 monthly direct debit payers have increased from last year affecting current cash flow by approximately 0.3%.
The percentage of non-domestic rates that were collected by the authority (BV010)	59.76 %	30/09/2010	58.98 %	30/09/2011		Reorganisation of section and changes in legislation has resulted in backlogs of work. The increase in rates on empty properties and avoidance tactics of ratepayers has affected collection rates. April and May collection figures exclude internal payments which were made in June.
The percentage of top 5% of earners that are women (BV011a)	46.67 %	30/09/2010	45.60 %	30/09/2011		A decline in comparison to the same period last year. This figure relies upon staff turnover which is affected by the councils current policy on internal recruitment.
The percentage of top 5% of earners from black and minority ethnic communities (BV011b)	2.39 %	30/09/2010	2.11 %	30/09/2011		A slight decline on the previous year. This indicator relies upon staff turnover, a small comparative sample and also people declaring themselves as having a disability. The review of monitoring information for employees self-declaring a disability will ensure that figures remain up-to-date.
% of the top paid 5% of staff who have a disability. (excluding those in maintained schools.) (BV011c)	1.36 %	30/09/2010	1.42 %	30/09/2011		A slight improvement year on year. This indicator is affected by staff turnover and also people declaring themselves as having a disability. Overall, staff turnover has declined due to the economic climate and the internal jobs market has influenced a slow change in council demographics. As part of the next employee survey, staff will be encouraged to declare any disabilities not previously declared.
The number of working days/shifts lost due to sickness absence (BV012)	4.64	30/09/2010	4.17	30/09/2011		A slight improvement year on year. If this performance continues throughout the year it is predicted that the overall sickness levels for the Council will show a significant improvement on last year. The Council is committed to improving the overall health of our communities and the wellbeing of our employees. As many of our employees live in Sunderland, doing all we can to have a healthy workforce will not only improve attendance at work but will also contribute to a healthy city. The Council continues to closely monitor sickness absence levels and to focus on managing this appropriately in a climate of organisational change.

Performance Indicator	Previous Year	Source Date	Latest	Source Date	Are we improving?	Commentary
The percentage of employees retiring early (excluding ill-health retirements) (BV014)	0.57 %	30/09/2010	0.86 %	30/09/2011		The council is now proactively supporting the management of early retirements, as part of a raft of human resource interventions designed to support and enable the Sunderland way of Working and the implementation of the Transformation Programme. The current reduced figures (0.68% down from 0.85% in Quarter 2 last year) are surprising, and the number of early retirements is expected to increase significantly in the future.
The percentage of employees retiring on grounds of ill health (BV015)	0.13 %	30/09/2010	0.09 %	30/09/2011		A slight reduction year on year. There is strict criteria under the pension regulations that need to be met for someone to qualify for ill health retirement which includes an assessment by an Independent Occupational Health Physician. The numbers of ill health retirements will be entirely dependent upon an employee's health condition and whether they have been independently assessed as meeting the criteria for ill health retirement.
The percentage of local authority employees declaring that they meet the Disability Discrimination Act 1995 disability definition (BV016a)	2.01 %	30/09/2010	1.90 %	30/09/2011	n/a	The indicator relies upon staff turnover and people declaring themselves as having a disability. Staff turnover has declined due to the economic climate. As part of the next employee survey staff will be encouraged to declare any disability they may have that they are currently not declaring. A year on year analysis is unavailable as preferred performance is neither high or low.
The percentage of local authority employees from minority ethnic communities (BV017a)	1.27 %	30/09/2010	1.41 %	30/09/2011	n/a	This indicator relies upon staff turnover and people declaring themselves as being from an ethnic minority. Staff turnover has declined due to the economic climate and the internal jobs market has influenced a slow change in the council demographics. As part of the next employee survey, staff will be encouraged to declare their ethnicity if they previously have not done so. A year on year analysis is unavailable as preferred performance is neither high or low.
Level of Equality on a scale of 1 to 3 \n \n1= Developing \n2=Achieving \n3=Excellent (LPI017)	Achieving	30/09/2010	Achieving	30/09/2011		The Equality Framework for Local Government is an assessment against five performance elements to arrive at an overall rating of either 'Developing', 'Achieving' or 'Excellent'. A self assessment against the Equality Framework was undertaken in 2010/11 from which the evidence supported the council remaining at a level 2 'Achieving'. Since then the action plan has been advanced and actions continue to be progressed. It should be noted, however, that a new Equality Framework is expected against which the council will have to consider the new criteria.

Performance Indicator	Previous Year	Source Date	Latest	Source Date	Are we improving?	Commentary
The average number of days taken for processing new housing benefit claims (BV078a)	17.79	30/09/2010	18.57	30/09/2011		Caseload has increased by 237 in the first 6 months of this year. This along with a reduction in resource, as a result of wave 1 efficiencies, has had an impact on the year on year performance. However, Q2 performance has improved against Q1 and as at the end of September performance is 18.57 and is therefore on target against 19 days. Staff are aware of current performance, the target set - and are motivated to achieve it. We will continue to closely monitor performance; streamline processing functions with new technology; improve efficiencies through closer working with partners to maximise the use of 'e' enabled claims.
Average number of days taken to process notifications of changes of circumstance to housing benefit claims (BV078b)	5.79	30/09/2010	6.14	30/09/2011		Caseload has increased by 237 in the first 6 months of this year. This along with a reduction in resource, as a result of wave 1 efficiencies, has had an impact on the year on year performance. Q2 performance has improved against Q1 and as at the end of September, performance is 6.14, only 2.3% off target against 6 days. The close monitoring of performance continues. Staff are aware of current performance and of the target set - and are motivated to achieve it. We also intend to maximise the use of new technology to streamline processing functions and introduce 'e' enabled reported changes to allow customers to report changes on-line. Focus will remain on processing changes quickly in order to achieve the target.
The percentage of cases for which the calculation of the amount of housing benefit due was correct (BV079a)	100.00 %	30/09/2010	100.00 %	30/09/2011		High standards will be maintained through the quality assurance checks in place which feedback to staff. Although paying people on time remains important, this must not compromise the quality of work.
The percentage of housing benefit overpayments recovered as a % of HB deemed recoverable overpayments (BV079bi)	75.16 %	30/09/2010	80.94 %	30/09/2011		Legislation in relation to the Local Housing Allowance has influenced a higher proportion of benefit being paid directly to the tenant rather than to the landlord, making it more difficult to recover overpayments. Overpayments can only be recovered from Gentoo when the amount is below £2,598.53 per client. Improved recovery methods has resulted in recovering an additional 5.78% of the outstanding money back as compared to the same period last year. Focus will remain on processing changes quickly to minimise overpayments occurring.

Performance Indicator	Previous Year	Source Date	Latest	Source Date	Are we improving?	Commentary
Value of overpayments identified during housing benefit investigations (LPI067)	?	30/09/2010	£432,555.00	30/09/2011	?	New measure from 2011/12, therefore no data available for 2010/11. The target set for the identification of housing and council tax benefit fraud for 2011/12 is £600,000. The expected profile to the end of September was £300,000 therefore current performance is on track to achieve target. New case management arrangements have been put in place for the current year which is helping to prioritise the workload more effectively and ensure that cases are progressed in a more timely manner. There has also been some successful cases identified through the Audit Commission's data matching exercise.
The average time taken in calendar days to process all new claims and change events in Housing Benefit and Council Tax Benefit (NI181)	6.78	30/09/2010	7.16	30/09/2011	✗	Caseload has increased by 237 in the first 6 months of this year. This along with a reduction in resource, as a result of wave 1 efficiencies, has had an impact on the year on year performance. Q2 performance has improved against Q1 and as at the end of September, performance is 7.16 and is therefore on target against 8 days. Staff are aware of current performance and are motivated to maintain current performance. Focus remains on processing new claims and change events quickly. Close monitoring of performance continues and we will maximise the use of new technology to streamline processing functions.

LGC THE FUTURE OF OVERVIEW AND SCRUTINY CONFERENCE - FEEDBACK

REPORT OF THE CHIEF EXECUTIVE

1. Purpose of Report

- 1.1 To provide the Committee with verbal feedback from the Local Government Chronicle (LGC) conference that was held on 8 November 2011.

2. Background

- 2.1 The Council's Overview and Scrutiny Handbook contains a protocol for use of the Scrutiny Committees budget by Members to attend training and conferences (Protocol 5 refers). This allows Members to gain specialist knowledge and expertise within a particular area of scrutiny and is in addition to the list of standing conferences and corporate development programme.
- 2.2 In September 2011, it was agreed to send delegates from the Management Scrutiny Committee to the LGC conference on Tuesday 8th November 2011 at Greater London House, London. The Conference was attended by Councillor David Tate, Chair of the Management Scrutiny Committee, and Charlotte Burnham, Head of Scrutiny & Area Arrangements who will provide verbal feedback at this meeting.

3. Conference Programme

- 3.1 The title for the annual conference was The Future of Overview and Scrutiny. With all local government authorities facing the need to find efficiency savings and cut services, the role of overview and scrutiny in local authorities takes on an even more important role to ensure that officials and members are making the correct decisions.
- 3.2 Some of the key speakers at this event included **Ed Hammond**, Centre for Public Scrutiny, **Ed Moses**, Department of Health, **Jane Belman**, Cambridgeshire County Council, **Helen Kenny**, West Sussex County Council and **Andrew Coulson**, University of Birmingham.
- 3.4 Overview and scrutiny is a crucial tool for improving the efficiency and quality of services in communities. In recent years the roles and responsibilities of scrutiny officers have drastically altered and expanded. New legislation from central government will require more transparency from scrutiny functions. With shrinking resources and demands for budget cuts as well as an increased demand for more public engagement with the introduction of 'armchair auditors', this means overview and scrutiny committee members

and officers face many changes and challenges that are important to understand and overcome.

3.5 Discussions throughout the day focused on;

- Increasing the value of overview and scrutiny to guarantee the correct savings are made in the right areas;
- Understanding the impact of major legislation on overview and scrutiny;
- Improving self regulation and understanding the affects of the end of the Audit Commission on local authorities;
- How to develop joint scrutiny of services across multiple authorities; and
- A look at new strategies for engaging local communities in overview and scrutiny.

4. Recommendation

- 4.1 The Committee is requested to receive verbal feedback from the conference delegates.

5. Background Papers

Conference Programme

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MANAGEMENT SCRUTINY COMMITTEE

SCRUTINY COMMITTEES WORK PROGRAMMES FOR 2011-12

REPORT OF THE CHIEF EXECUTIVE

15 December 2011

Strategic Priority: ALL

Corporate Improvement Objective : ALL

1. Purpose of the Report

- 1.1 The report attaches, for Members' information, the variations to the Scrutiny Committees work programmes for 2011/12 and provides an opportunity to review the Committee's own work programme for 2011/12.

2. Background

- 2.1 The role of the Management Scrutiny Committee is two-fold, firstly it has a role in co-ordinating efficient business across the seven Scrutiny Committees and manage the overall Scrutiny Work Programme and secondly to consider the Council's corporate policies, performance and financial issues.
- 2.2 The aim of its co-ordinating role is to avoid duplication, make best use of resources and to provide a corporate overview of the Overview and Scrutiny Function. As such the remainder of this report outlines the current work programmes of the Scrutiny Committees.

3. Scrutiny Committees Work Programmes

- 3.1 **Appendix 1** sets out the changes this month to the Scrutiny Committee work programmes from those endorsed at the start of the municipal year. Each Scrutiny Committee receives its own work programme in full each month in order to review progress.

4. Management Scrutiny 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.

5. Recommendation

- 5.1 That the Committee notes the variations to the Scrutiny Committees Work Programmes for 2011-12 and to its own work programme.

6. Background Papers

Scrutiny Committee Agendas – December 2011 cycle of meetings.

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	JUNE 9.6.11	JULY 21.7.11	SEPTEMBER 8.9.11	OCTOBER 20.10.11	DECEMBER 8.12.11	DECEMBER TBC	JANUARY 12.1.12	FEBRUARY 23.2.12	APRIL 5.4.12
Cabinet Referrals and Responses		Article 4: Youth Justice Plan 2011/12 (JH/GK)	Cabinet Response to 2010/11 Policy Review – Learning at Work (NC) Article 4: CYPP Annual Report			Evidence Gathering Meeting			Article 4: CYPP Update
Policy Review	Proposals for policy review (NC)	Early Intervention - Scope of review (NC)	Early Intervention - Approach to the Review (NC)	Early Intervention - Update on Policy Review (NC)	Early Intervention - Update on Policy Review (NC)		Early Intervention - Update on Policy Review (NC)	Early Intervention - Update on Policy Review (NC)	Policy Review – Draft Report
Performance	Looked After Children and the Court System (MB) Youth Commissioned Contracts (SM)	Schools Performance - Termly Report (MF) Breaks for Carers of Disabled Children (KP)	Provisional KS Results (MF/AB) Performance & VfM Annual Report (BS) Monitoring of Scrutiny Recommendations (NC)	Complaints Annual Report 11/12 (BS) SSCB Annual Report and Business Plan (JV) New Ofsted Inspection Framework (MF)	Ofsted Annual Children's Services Assessment (BS) Schools Performance – Termly Report (MF) Performance Q2 April – Sept (BS) Admissions Report			Attainment of C&YP (MF) Outcomes of Annual Inspection of Children's Services (ofsted) (BS)	Schools Performance – Termly Report (MF)
Scrutiny	Work Programme 2011/12 (NC) Forward Plan (NC) Safe & Sustainable Consultation: Children's Heart Services (NC)	Work Programme 2011/12 (NC) Forward Plan (NC)	Work Programme 2011/12 (NC) Forward Plan (NC)	Work Programme 2011/12 (NC) Forward Plan (NC)	Work Programme 2011/12 (NC) Forward Plan (NC)		Library Plan (JH) Corporate Parenting Annual Report (MB) Work Programme 2011/12 (NC) Forward Plan (NC)	Work Programme 2011/12 (NC) Forward Plan (NC)	Scrutiny Annual Report (NC) Work Programme 2011/12 (NC) Forward Plan (NC)
CCFA/Members items/Petitions									

To be scheduled: Behaviour & Attendance Strategy
School Place Planning
Young People's Housing Options
Contact, Referral and Assessment Arrangements – Action Plan

COMMUNITY AND SAFER CITY SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	JUNE 07.06.11	JULY 19.07.11	SEPTEMBER 06.9.11	OCTOBER 18.10.11	DECEMBER 06.12.11	JANUARY 10.01.12	FEBRUARY 21.02.12	APRIL 03.04.12
Cabinet Referrals and Responses			Response to the 10/11 Policy Review – Alcohol, Violence and the Night Time Economy (JD)					
Policy Review	Annual Work Programme and Policy Review 2011/2012 (JD)	Policy Review into Community Cohesion - Scoping Report (JD)	Policy Review into Community Cohesion – Scene Setting (JD)	Policy Review into Community Cohesion - Evidence Gathering (JD)	Policy Review into Community Cohesion – Evidence Gathering (JD)	Policy Review into Community Cohesion – Evidence Gathering (JD)	Policy Review Progress Report (JD)	Policy Review: Final Report (JD)
Scrutiny			Performance Report (Gillian Robinson) Progress on Past Recommendations (JD)		Performance Q2/ Policy Review Progress (Mike Lowe)			Performance Q3/ (Gillian Robinson)
Scrutiny (Performance)	Food Law Enforcement (Norma Johnston) Forward Plan (SA)	Police Reform and Social Responsibility Bill - Update (Stuart Douglass) Drug Misuse – Update (Leanne Davis) Work Programme (SA) Forward Plan (SA)	Work Programme (SA) Forward Plan (SA)	Police Reform and Social Responsibility Act 2011 Work Programme (SA) Forward Plan (SA)	Emergency Planning (Barry Frost) Neighbourhood Helpline (LSL) Work Programme (SA) Forward Plan (SA)	Police Reform and Social Responsibility Act 2011 Work Programme (SA) Forward Plan (SA)	Work Programme (SA) Forward Plan (SA)	Work Programme (SA) Forward Plan (SA)
CCFA/Members items/Petitions								

Environment and Attractive City Scrutiny Committee 2011/12

REASON FOR INCLUSION	JUNE 13.06.11	JULY 25.07.11	SEPTEMBER 12.9.11	OCTOBER 24.10.11	NOVEMBER (TBA)	DECEMBER 12.12.11	JANUARY 16.01.12	FEBRUARY 27.02.12	MARCH 13.03.112	APRIL 02.04.12
Cabinet- Referrals and Responses			Response to the 10/11 Policy Review – Sunderland 'the Place'							
Policy Review	Annual Work Programme and Policy Review (HL)	Scoping Report and Setting the Scene (HL/Les Clark)	Approach to the Review (HL)	Low Carbon Public Transport (Nexus, Go NorthEast, Stagecoach) Policy Review Progress Report (HL)		Policy Review Progress Report (HL) Response to the Review (from city MPs) (HL)	Procurement of Low Carbon Vehicles (Ian Taylor, NEPO) Cost Benefit Analysis (Les Clark)	Policy Review Progress Report (HL)	Policy Review: Draft Final Report (HL)	Policy Review: Final Report (HL)
Performance			Performance Q1 (Kelly Davison-Pullan) Policy Review Recommendation s: Performance (HL)			Performance (Kelly Davison-Pullan)				Performance (Kelly Davison-Pullan) Policy Review Recommendation s (HL)
Scrutiny	Seaburn Masterplan and Design Code (Keith Lowes) Forward Plan (SA)	Highways Maintenance (Graham Carr) Preliminary Flood Risk Assessment (Neil Cole) Work Programme (SA) Forward Plan (SA)	Public Conveniences (Les Clark) Work Programme (SA) Forward Plan (SA)	Public Transport (Nexus) Waste Management (Les Clark) Catchment Flood Management Plans (Neil Cole) Work Programme (SA) Forward Plan (SA)	Prioritisation Framework for Traffic and Road Safety (1) (Les Clark)	Work Programme (SA) Forward Plan (SA)	Delegated Decisions (TBC) Prioritisation Framework for Traffic and Road Safety (2) (Les Clark) Work Programme (SA) Forward Plan (SA)	Fawcett St (Les Clark) School Travel Plans (Les Clark) Work Programme (SA) Forward Plan (SA)	Local Development Framework (Neil Cole) – <ul style="list-style-type: none">Annual UpdateStrategic Housing Land Availability AssessmentEmployment Land ReviewCore Strategy	Draft Scrutiny Annual Report (HL) Street Lighting Annual Update (Graham Carr/Aurora) Work Programme (SA) Forward Plan (SA)
CCFA/Members items/Petitions	Request for Inclusion of an Item - Planning Applications (HL)									

HEALTH AND WELL-BEING SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	JUNE 08.06.11	JULY 19.07.11	SEPTEMBER 7.09.11	OCTOBER 19.10.11	DECEMBER 07.12.11	JANUARY 11.01.12	FEBRUARY 22.02.12	APRIL 4.04.12
Cabinet Referrals & Responses			Cabinet Response to 2010/11 Hospital Food & Veterans Policy Reviews		Policy Review: Evidence Gathering Day			Policy Review: Community Event
Policy Review	Work Programme & Policy Review – Hospital Discharge & Reablement (KB)	Scope of Policy Review (KJB)	Endorse co-opted representation Setting the Scene – Delayed Discharge (JC/AN) Monitoring Action Plans: Dementia, Home Care, Health Inequalities	Community Health Services (BA) CQC In-patient survey leaving health services		Out of Hours (JU)	Evidence Gathering	
Performance			Q1 Performance Report (SL)			Q2 Performance (ML)		
Scrutiny	Safe and Sustainable: Consultation (KB) Integrated Strategic & Operational Plan (STPCT) Health & Well-Being Board (NR)	Campus Completion Programme (PCT/NTW) Training Standards Care Homes (GK)	Procurement of social care for adults with a learning disability – progress report (PF)	Meals at Home Service (PC) Barmston Medical Centre Procurement (PCT) End of Life Facilities (PCT)		JSNA Consultation (NC) In-patient beds for LD (NTW) Community Covenant	Health Watch (JC) Health Strategy consultation (NC) Sick Children consultation	
CCfA/Members items/Petitions		Request to attend conferences Feedback visit to Wearmouth View						

At every meeting: Forward Plan items within the remit of this committee / Work Programme update

	JUNE 07.06.11	JULY 19.07.11	SEPTEMBER 06.9.11	OCTOBER 18.10.11	DECEMBER 06.12.11	JANUARY 10.01.12	FEBRUARY 21.02.12	APRIL 03.04.12
Cabinet referrals and responses			Response to the 10/11 Policy Review – Low Carbon Economy					
Policy Review	Annual Work Programme and Policy Review 2011/2012 (JD)	Policy Review - Scoping Report - Aim 1 of Economic Masterplan – University City (JD) Policy Review – Scene Setting (JD)	Policy Review – Evidence Gathering (JD) Visit to Port (JD)	Policy Review - Evidence Gathering – Links with Business	Policy Review – Evidence Gathering (JD) Visit to example of best practice (VT)	Policy Review – Evidence Gathering (JD)	Policy Review Progress Report (JD)	Policy Review: Final Report (JD)
Performance			Performance Q1 (Mike Lowe) Progress on Previous Policy Reviews (JD)		Performance Q2/ Policy Review Progress (Gillian Robinson)			Performance Q3/ (Gillian Robinson)
Scrutiny	City Centre Improvement Programme – Support for Business(GF) Seaburn Masterplan (KL) Forward Plan (SA)	Work Programme (JD) Forward Plan (JD)	Work Programme (JD) Forward Plan (JD)	North East Chamber of Commerce (Jonathan Walker) Review into Tourism – Feedback (JH) Port of Sunderland – Feedback from Visit (JD) Work Programme (JD) Forward Plan (JD)	Work Programme (JD) Forward Plan (JD)	Sub National Economic Development (Vince Taylor) Work Programme (JD) Forward Plan (JD)	Low Carbon Economy – Marketing and Communication Strategy (JP) Low Carbon Economy - Role of Small Businesses (JS) Work Programme (JD) Forward Plan (JD)	Work Programme (JD) Forward Plan (JD)
CCFA/Members items/Petitions								

SUSTAINABLE COMMUNITIES SCRUTINY COMMITTEE WORK PROGRAMME 2011-12

	JUNE 14.06.11	JULY 26.07.11	SEPTEMBER 13.09.11	OCTOBER 25.10.11	DECEMBER 13.12.11	JANUARY 17.01.12	FEBRUARY 28.02.12	APRIL 17.04.12
Cabinet- Referrals and Responses			Response to the 10/11 Policy Review – Role of Culture in Supporting Sustainable Communities (Cllr Kelly)					
Policy Review	Annual Work Programme and Policy Review 2011/2012 (HL)	Policy Review – Scoping (HL) Scene Setting (JDG/VF)	Approach to the Policy Review (HL)	Active Sunderland Board (VF)	Policy Review Progress Report (HL) Community and Education Facilities (HL) Olympics Update (VF)	Sport and Physical Activity Providers (TBC)	Sport and Physical Activity Mapping Exercise (TBC) Sport England (TBC) Priority Sports/Activities (TBC)	Policy Review: Final Report (HL)
Performance			Performance Q4 (KDP) Policy Review Progress (HL)		Performance (KDP)			Performance Policy Review Progress (HL)
Scrutiny	Housing Allocations Policy (AC) Forward Plan (HL)	Private Sector Enforcement Policy 2010/11 – Update (AC) Work Programme (HW) Forward Plan (HW)	Empty Property Plan (AC) Work Programme (HW) Forward Plan (HW)	Empire Theatre Annual Report (VM) Maudlin St (AC) Low Carbon Social Housing Pilot (AC) Work Programme (SA) Forward Plan (SA)	Annual Heritage Report (VM) Built Heritage (ML) Joint Strategic Needs Assessment (AC) Work Programme (SA) Forward Plan (SA)	Cultural Strategy (CDA) Community Development Service and VCS Annual Report (JDG) Enabling Independence Strategy Update (AC) Work Programme (SA) Forward Plan (SA)	Work Programme (SA) Forward Plan (SA)	Low Carbon Homes (AC) Work Programme (SA) Forward Plan (SA)
CCFA/ Members items/Petitions								

REASON FOR INCLUSION	JUNE 16.6.11	JULY 14.7.11	SEPTEMBER 15.9.11	OCTOBER 13.10.11	NOVEMBER 10.11.11	DECEMBER 15.12.11	JANUARY 19.1.12	FEBRUARY 16.2.12	MARCH 15.3.12	APRIL 19.4.12
Cabinet Referrals and Responses		Revenue & Capital Budget Variations 1 st Q – 2011/12 (ST)	Response to the 10/11 Policy Review – Smarter Working (NC)	Proposal for Budget Consultation 2012/13 (ST) Budget Planning Framework 2012/13 (ST) Revenue & Capital Budget Variations 2 nd Q (ST)			Council Tax Base 2012/13 (ST) Revenue & Capital Budget Variations 3 rd Q (ST) Provisional Budget Proposals 2012/13 (ST)	Budget & Service Reports - Collection Fund 11/12 - Revenue Budget & Proposed Council Tax 11/12 - Capital Programme 12/13		
Policy Review	Proposals for Policy Review (NC)	Self Regulation & Illegal Money Lending Scoping Paper for Policy Review (NC)	Approach & Setting the Scene Policy Reviews (NC)	Self Regulation & Illegal Money Lending Policy Review Progress Report (NC)	Presentation by the ILM Team (NC)	Self Regulation & Illegal Money Lending – Policy Review Update (NC)	Self Regulation & Illegal Money Lending – Policy Review Update (NC)	Self Regulation & Illegal Money Lending – Policy Review Update (NC)	Self Regulation & Illegal Money Lending – Policy Review Update (NC)	Policy Review Draft Reports (NC)
Performance	Service Planning Arrangements for 2012/13 (JB)		Performance & VfM Assessment (SR)			Performance Management Q2 (SR) Annual Audit Letter (GB)				Performance Management (Q3) (SR)
Scrutiny	Forward Plan (NC) Work Programme (NC)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC) CfPS Conference Feedback (HL) Annual Scrutiny Conference Feedback (SA)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC) Request to attend Conference (NC)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC) H&S Report: Changing the Safety Culture in StreetScene (SS)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC) LSP Annual Review (JM)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC) LGC Conference Feedback (CB)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC)	Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC)	Draft Scrutiny Annual Report (NC) Forward Plan (NC) Work Programmes of all Scrutiny Committees (NC)
CCFA/Members items/Petitions										

MANAGEMENT SCRUTINY COMMITTEE

FORWARD PLAN – KEY DECISIONS FOR THE PERIOD 1 DECEMBER 2011 – 31 MARCH 2012

REPORT OF THE CHIEF EXECUTIVE

15 DECEMBER 2011

1. Purpose of the Report

- 1.1 To provide Members with an opportunity to consider those items on the Executive's Forward Plan for the period 1 December 2011 – 31 March 2012 which relate to the Management Scrutiny Committee.

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 Forward Plan) 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, it has been agreed that the most recent version of the Executive's Forward Plan should be included on the agenda of this Committee. The Forward Plan for the period 1 December 2011 – 31 March 2012 is attached marked **Appendix 1**.

3. Current Position

- 3.1 In considering the Forward Plan, Members are asked to consider only those issues which are under the remit of the Management Scrutiny Committee. These are as follows:-

Corporate Improvement Plan; Sunderland Strategy; Partnerships (including relations with external bodies); enhancing the role and reputation of Sunderland regionally, nationally and internationally; co-ordination and development of the Scrutiny Function; Asset Management, Property Services and Building Maintenance; Area Frameworks; Corporate Communications; External Assessments; Public Protection and Trading Standards; Governance; Emergency Planning (to refer to appropriate Scrutiny Committee); Budget, financial resources and value for money; and to review any matter not falling within the remit of the other Scrutiny Committees.

- 3.3 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. Recommendations

- 4.1 To consider the Executive's Forward Plan for the period 1 December 2011 – 31 March 2012.

5. Background Papers

There were no background papers used in the preparation of this report.

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**Forward Plan -
Key Decisions
for the period
01/Dec/2011 to
31/Mar/2012**



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

14 November 2011

Forward Plan: Key Decisions for the next four months - 01/Dec/2011 to 31/Mar/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01552	To approve the procurement of specialist grass cutting and horticultural equipment.	Cabinet	07/Dec/2011	Corporate Procurement; Executive Director of Commercial and Corporate Services; Member with Portfolio for Attractive and Inclusive City	Report; Briefings	Via the Contact Officer by 21 November - Environment and Attractive City Scrutiny Committee	Report	Les Clark	5614501
01548	To agree Community Equipment Service (CES) - Tender for provision of Riser Recliner Chairs	Cabinet	07/Dec/2011	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 November 2011 - Health and Wellbeing Scrutiny Committee	Report	Philip Foster	5662042
01553	To Agree appropriation of land for planning purposes at Sunderland Retail Park, Monkwearmouth, Sunderland	Cabinet	07/Dec/2011	None	N/A	Via the Contact Officer by 21 November 2011 - Prosperity and Economic Development Scrutiny Committee	Cabinet Report	Colin Clark	5611502

Forward Plan: Key Decisions for the next four months - 01/Dec/2011 to 31/Mar/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01536	To recommend to Council the level of Council Tax Base to be included in the 2012/2013 Budget	Cabinet	11/Jan/2012	None	N/A	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	Cabinet Report	Fiona Brown	5611811
01534	To consider any key decisions arising from the Capital Programme and Treasury Management Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and emailed to Directors	Via the Contact Officer by 16 December 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01526	To consider budget proposals for the 2012/2013 Revenue Budget for the Council	Cabinet	11/Jan/2012	Directors, Relevant Portfolio Holders, EMT, Chamber of Commerce, Trade Unions, Citizens Panel and Education Stakeholders	Briefings, Meetings, Presentations	To Contact Officer by 19 December 2011 - Management Scrutiny Committee	Report and Supporting Papers	Sonia Tognarelli	5611851

Forward Plan: Key Decisions for the next four months - 01/Dec/2011 to 31/Mar/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01547	To agree the Strategy for Telecare.	Cabinet	11/Jan/2012	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties	Via the Contact Officer by 21 November 2011 - Health and Scrutiny Committee	Full Report	Philip Foster	5662042
01438	To agree the Social Care Contributions Policy for Personalisation	Cabinet	11/Jan/2012	Cabinet, Service Users and Ward Members, Portfolio Holders	Briefings and/or meetings with interested parties	via the Contact Officer by 19 September - Health and Wellbeing Scrutiny Committee	Report	Neil Revelly	5661880
01524	To consider any key decisions arising from the Revenue Budget Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851

Forward Plan: Key Decisions for the next four months - 01/Dec/2011 to 31/Mar/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01525	To consider any key decisions arising from the Capital Programme and Treasury Management Third Quarterly Review	Cabinet	11/Jan/2012	Directors and third parties affected by the virement proposals	Report will be made available on the Intranet and e-mailed to Directors	Via the Contact Officer by 16 December 2011 - Management Scrutiny Committee	None	Sonia Tognarelli	5611851
01527	To recommend to Council the level of Council Tax Base to be included in the 2012/2013 Budget	Cabinet	11/Jan/2012	None	N/A	Via the Contact Officer by 18 November 2011 - Management Scrutiny Committee	Cabinet Report	Fiona Brown	5611811
01537	To recommend the Revenue Budget and Proposed Council Tax 2012/2013 to Council	Cabinet	15/Feb/2012	Reps. of Business Ratepayers, Unions, Headteachers, Governors, Youth Parliament, Citizens Panel	Presentations, Meetings, Surveys	At meetings arranged and otherwise in writing to the Contact Officer by the end of January 2012 Management Scrutiny Committee	Cabinet Report	Sonia Tognarelli	5611851

Forward Plan: Key Decisions for the next four months - 01/Dec/2011 to 31/Mar/2012

No.	Description of Decision	Decision Taker	Anticipated Date of Decision	Principal Consultees	Means of Consultation	When and how to make representations and appropriate Scrutiny Committee	Documents to be considered	Contact Officer	Tel No
01538	To recommend the level of Council Tax Collection Fund 2012/2013	Cabinet	15/Feb/2012	None	N/A	In writing to the Contact Officer by the end of January 2012 - Management Scrutiny Committee	Cabinet Report	Sonia Tognarelli	5611851
01540	To recommend the Capital Programme, Prudential Indicators and Treasury Management and Investment Strategy for 2012/2013 to the Council	Cabinet	15/Feb/2012	Representatives of Business Ratepayers and Unions	At Special Meeting in February	At Special Meeting and otherwise in writing to the Contact Officer by end of January 2012 Management Scrutiny Committee	Cabinet Report	Sonia Tognarelli	5611851
01539	To recommend the level of Council Tax to Council	Cabinet	15/Feb/2012	Representatives of Business Ratepayers and Unions	At Special Meeting in February	At Special Meeting and otherwise in writing to the Contact Officer by the end of January 2012 Management Scrutiny Committee	Cabinet Report	Sonia Tognarelli	5611811

