

SCRUTINY CO-ORDINATING COMMITTEE

AGENDA

Meeting to be held on Thursday, 25th June, 2020 at 5.30 p.m.

This meeting will be held remotely. Joining details will be emailed to all participants.

The meeting will be livestreamed for the public to view on the Council's YouTube channel, 'sunderlandgov' at :-

<https://youtu.be/Yq3qhe4SnXs>

Membership

Cllrs D. Dixon, Heron, Hunt (Vice Chairman), Jenkins, D. MacKnight (Chairman), McDonough, F. Miller, Mullen, O'Brien, P. Smith, Speding, D. Trueman, Turner and Watson.

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Part B – Scrutiny Business

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Part C – Health Substantial Variations to Service

No items.

Part D - CCFA/Members' Items/Petitions

No items.

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

17th June, 2020.

At a meeting of the SCRUTINY CO-ORDINATING COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on THURSDAY 12th MARCH, 2020 at 5.30 p.m.

Present:-

Councillor Hunt in the Chair

Councillors D. Dixon, Francis, Heron, Jenkins, Oliver and Turner.

Also in attendance:-

Mr Chris Binding, Local Democracy Reporter
Mr Nigel Cummings, Scrutiny Officer, Law and Governance, Corporate Services Directorate
Ms Gillian Gibson, Director of Public Health, Sunderland City Council
Ms Lorraine Hughes, Public Health Specialist
Mr Jon Ritchie, Executive Director of Corporate Services
Mr Graham Scanlon, Assistant Director of Housing Services, Neighbourhoods Directorate
Ms Liz St Louis, Assistant Director of Digital and Customer Services, Corporate Services Directorate
Mrs Christine Tilley, Community Governance Services Team Leader, Law and Governance, Corporate Services Directorate

Apologies for Absence

Apologies for absence were submitted to the meeting on behalf of Councillors Hodson, D. MacKnight, F. Miller, P. Smith, Speding and D. Trueman.

Minutes of the last meeting of the Committee held on 13th February, 2020

1. RESOLVED that the minutes of the last meeting of the Committee held on 13th February, 2020 (copy circulated), be confirmed and signed as a correct record.

Declarations of Interest (including Whipping Declarations)

There were no declarations of interest made.

Performance Management Update

The Chief Executive submitted a report (copy circulated) providing the Committee with the Corporate Performance Report for Quarter 3 of 2019/2020.

(For copy report – see original minutes.)

Ms Liz St Louis, Assistant Director of Digital and Customer Services, Corporate Services Directorate presented the report. Ms St Louis took the Committee through the summary for the three key themes of Dynamic City, Healthy City and Vibrant City of the Sunderland City Plan, highlighting commitments, achievements and progress made for each key theme as well as performance against additional Council indicators for good organisational health, productive and innovative working, strong financial management and a Council ready for the future.

Councillor Heron expressed concern at the declining healthy life expectancy of females in Sunderland in comparison with previous data in 2012-2014 and also in comparison with England and the North East region and commented that it needed to be kept an eye on.

Councillor Oliver referred to the number of people employed in the City Centre and to the data which showed that this had only increased by 16 over a 3 year period. He enquired whether there was an expectation that this should be increasing at a faster rate.

Ms St Louis advised that lots of plans were coming to fruition such as the Riverside development and it was thought that the numbers of jobs would continue on that trajectory. The first companies had taken up office space in the first building on Riverside Sunderland and they were trying hard to attract more in.

Mr Jon Ritchie, Executive Director of Corporate Services added that this was integral to the decision by Legal and General, who only build grade A buildings, to build the property on the Riverside site if they felt they could fill it. The first building would be submitted for planning approval in the next couple of months and he was confident that the figures would feed in.

Councillor Oliver enquired whether the Council would be doing things to get people to live in the city centre.

Ms St Louis stated that there were a number of planning applications in, or would be going in. It was about attracting the right jobs and having the right properties as well, right across the board to reflect the whole spectrum.

Councillor Oliver commented that it was disappointing to see that the number of women who smoke at the time of delivery had only fallen slightly. He enquired whether the strategies being employed were working and what the challenges were that they were coming up against.

Ms Lorraine Hughes, Public Health Specialist advised that it was a really challenging area to deliver. More recent data was showing that the number was reducing. There was a Programme Adviser as part of a specialist stop smoking unit. One of the challenges was the process of referral from midwifery. However, already in this quarter, there were a lot more who had quit smoking. There was a need to get the message across to women. There was a new regular pathway where they were now talking about smoking in terms of having a tobacco dependency rather than a lifestyle choice and of providing support to help with their addiction and linking in with the whole agenda around a smoke free NHS. It was about breaking down professional barriers. Ms Hughes stated that women expected to be asked about smoking in pregnancy. They wanted to stop smoking while pregnant but it was

important that they did not relapse after they had their baby. There was a lot of focus on this and how to improve the situation and get more women into the service.

Under the Dynamic City theme, the Chairman enquired when it was anticipated that the Empty Property Strategy would be published.

Mr Graham Scanlon, Assistant Director of Housing Services, Neighbourhoods Directorate advised that the Empty Property Strategy was now completed and would be going to Cabinet for approval on 24th March. He added that the Council would be undertaking wider empty property engagement with partners to ensure that the strategy was understood and wider enforcement with landlords and focussed action, targeting some areas to acquire empty properties in the city.

The Chairman enquired what the Council was doing to prepare for the coronavirus epidemic.

Ms St Louis advised that daily meetings were in place to discuss arrangements. The Senior Management Team had held a three and a half hour desktop exercise earlier that day. Active plans were in place and all critical functions were being reviewed in the Council. ICT colleagues were building windows 10 laptops to issue to staff to enable them to work from home. Communications would be circulated across the workforce the next day in relation to self-isolation due to the virus and also in respect of caring proposals.

Councillor Francis commented that it was important to raise awareness to young women at school of the dangers of smoking.

Councillor Oliver commented that residents were concerned about how much was not recycled from household waste. He enquired what actually happened to what people put in the bins.

Ms St Louis stated that there was a whole strategy around waste and recycling and that the Council was putting in a lot of effort in with a whole host of actions. There was a piece of work going on around communications to the public to get the right messages across.

Councillor Oliver referred to the current level of household waste sent for reuse, recycling and composting at 26.5% and the aim to improve this to 32%, or better by 2021. He enquired how Sunderland compared with others in the region.

Ms St Louis replied to say that she did not have the information with her and that she would send this on to Councillor Oliver.

Councillor Francis commented that it would be useful to have a uniform system between Local Authorities so that people were aware of what could be recycled and that this would reduce confusion on the matter.

Full consideration having been given to the report and there being no further questions for Ms St Louis, it was:-

2. RESOLVED that the report providing the Committee with the Corporate Performance information for Quarter 3 of 2019/2020 be received and noted.

Director of Public Health Annual Report 2019

The Director of Public Health, Sunderland City Council submitted a report (copy circulated) to present the findings of the Annual Report 2019.

(For copy report – see original minutes.)

Ms Lorraine Hughes, Public Health Specialist highlighted that the report presented the findings of a series of engagement and learning activities undertaken during the autumn of 2019, as well as a residents' survey, workshops and two conferences, all aimed at working together to improve health.

Ms Hughes drew Members attention to the point that an inequalities and prevention framework had been developed for the city in response to the stark inequalities in health outcomes both between Sunderland and the rest of the country and within the city itself.

Ms Hughes highlighted that the issue of mental wellbeing was a key theme in a number of their engagement activities. Another key theme was the importance of making food affordable.

The Chairman commented that she was pleased to hear that they were going to use the results to develop the strategy to improve health in the city.

Councillor D. Dixon referred to the information detailed in the report which stated that Sunderland had twice as many teenage mothers as the England average. He asked about the take-up of C Cards and whether the level of distribution had gone back up to previous levels.

Ms Hughes advised that she would circulate the figures separately. She stated that C Cards had made a significant impact. They had been developed with young people and the numbers had gone up. The majority of C Cards were distributed through the school nursing service and therefore this dipped when the schools were closed. Some schools had declined from having the C Card service in school and therefore there was community provision in place in those areas. They were looking at how they could get more youth providers to offer the service. Things were going well with this at the moment.

Councillor Dixon enquired what other plans there were to reduce the number of teenage mothers in Sunderland.

Ms Hughes advised that work was ongoing and the gap had been narrowed. There were specific projects such as B to B, Bump to Baby and projects for first time Mums to try and prevent a subsequent pregnancy. There was also advice to young people around when they chose to be sexually active that they did so safely. They were seeing a reduction in the number of pregnancies as a result of all of these initiatives.

Councillor Dixon commented that one of the consequences of deprivation was inequalities and one of the most significant consequences was oral health and the number of incidences of people having their teeth taken out. He asked about having a dental section in the report.

Ms Gillian Gibson, Director of Public Health, Sunderland City Council advised that this report was an overview. The Joint Strategic Needs Assessment sat behind the report and did contain some of the information Councillor Dixon was referring to. Ms Gibson advised that she would try and include the information in the next annual report.

Councillor Oliver commented that it was a very interesting report. He referred to the point that one in ten children were obese when they entered primary school and that this increased to one in four when they left. He enquired how this impacted on educational attainment.

Ms Hughes advised that childhood obesity was generally at a higher rate in the north east, but that this was a problem throughout England and there was a strong correlation with deprivation and levels of educational attainment, not so much in Reception, but that by Year 6, it was very marked.

Councillor Heron commented that cyber bullying had a lot to do with children's mental health and self-esteem and work needed to be concentrated on this.

Ms Gibson commented that she concurred with Councillor Heron and that across the city there was a lot of concern about children's mental health. She added that they were putting in another bid to be a trailblazer for this.

Ms Hughes added that included in the 0-19 offer there was a service for emotional health and wellbeing with two nurses who offered drop-ins and 1-2-1s. The service was inundated and more resources were needed, which they were hoping would come through the trailblazer.

The Chairman enquired whether there was anything surprising which had come out in the consultation process that they had not highlighted as issues themselves.

Ms Gibson advised that they had been thinking about food in terms of unhealthy diets but had not realised the strength of food poverty and that this had hit home through personal stories.

Ms Hughes added that to follow healthy eating guidelines, the poorest families would need to spend 75% of their income on food.

The Chairman enquired what Public Health was doing to prepare for the coronavirus.

Ms Gibson advised that they were being led by Public Health England. At the moment, they were focussing on communications messages about hand washing which would slow down the spread of the disease and other preventative measures.

Ms Gibson clarified that there was no need for sanitiser gel and that soap and water was sufficient. The country had a wonderful NHS, however the service had its limits. People were being asked to self-isolate so that when they needed a hospital bed, there would be one available. The wheels were being oiled between the NHS and the Council so that when support was needed, they would be able to do so. In terms of social care for example, there would be a time when hospitals would need to discharge people who still needed to be looked after and so the Council was looking at business continuity. It was a similar situation if the schools needed to close.

These were all critical functions. A tabletop exercise would be undertaken to test out business continuity arrangements and ensure that they were all working together as a city.

Councillor Oliver referred to the section on the importance of mental wellbeing which commented on the sedentary nature of modern forms of play and how they were all highlighted as potentially damaging.

Ms Gibson stated that this impacted on resilience, fitness levels and weight. She added that if someone was not active as a child, it was unlikely that they were going to be active as an adult and therefore this might result in problems in later life.

Full consideration having been given to the report and there being no further questions for Ms Gibson or Ms Hughes, it was:-

3. RESOLVED that the findings of the Director of Public Health's Annual Report be received and noted.

Scrutiny Committee Work Programmes for 2019/20

The Scrutiny and Members' Support Co-ordinator submitted a report (copy circulated) attaching for Members' information, the variations to the Scrutiny Committee work programmes for 2019/20 and providing an opportunity to review the Committee's own work programme for 2019/20.

(For copy report – see original minutes.)

4. RESOLVED that:-
 - (a) the variations to the Scrutiny Committee Work Programmes for 2019/20 and to its own work programme, be noted; and
 - (b) the current expenditure and remaining scrutiny budget for 2019/20 be noted.

Notice of Key Decisions

The Scrutiny and Members' Support Co-ordinator submitted a report (copy circulated), providing Members with an opportunity to consider those items on the Executive's Notice of Key Decisions for the 28-day period from 24th February, 2020.

(For copy report – see original minutes.)

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

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

(Signed) P. HUNT,
Chairman.

REFERENCE FROM CABINET – 16 JUNE 2020

REVENUE BUDGET OUTTURN 2019/2020

REPORT OF THE ASSISTANT DIRECTOR OF LAW AND GOVERNANCE

1. Purpose of this Report

- 1.1 To set out for advice and consideration of the Committee the report on the Revenue Budget Outturn 2019/2020.

2. Background and Current Position

- 2.1 The Cabinet, at its meeting on 16 June 2020, gave consideration to a report of the Executive Director of Corporate Services. The report gave details the overall Revenue Budget position for the 2019/2020 financial year and the Revenue Budget Outturn for 2019/2020. The reporting format reflected the Portfolio Holder responsibilities in place during 2019/2020 and included:
- contingency and budget transfers for the final quarter for 2019/2020;
 - details of the outturn for service budgets for 2019/2020; and
 - the position in relation to the achievement of budget savings for 2019/2020.
- 2.2 Sections 4 and 5 of the report detailed the general fund balances and the major revenue reserves position and Section 6 detailed the collection fund position for business rates and council tax.
- 2.2 Copies of the 16 June 2020 Cabinet agenda were circulated to all Members of the Council.
- 2.3 The Cabinet:-
- approved the budget transfers, contingency and reserve transfers proposed within Section 3 and 5 of the report; and
 - noted the overall outturn position of the Council.

3. Conclusion

- 3.1 The report is referred to this Committee for advice and consideration. The comments from the Committee will be reported to Cabinet on 14 July 2020.

4. Recommendation

- 4.1 The Committee is invited to give advice and consideration on the report of the Executive Director of Corporate Services.

5. Background Papers

- 5.1 Cabinet Agenda, 10 June 2020.
- 5.2 A copy of the Agenda is available for inspection from the Assistant Director of Law and Governance or can be viewed on-line at:-

[Cabinet Agenda, 16 June 2020](#)

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<p align="center">CABINET MEETING – 16 JUNE 2020</p> <p align="center">EXECUTIVE SUMMARY SHEET – PART I</p>	
Title of Report: Revenue Budget Outturn 2019/2020	
Author(s): Executive Director of Corporate Services	
Purpose of Report: To report details of the outcome of the Revenue Budget Outturn for 2019/2020.	
Description of Decision: Cabinet is recommended to: <ul style="list-style-type: none"> • Approve the budget transfers, contingency and reserve transfers proposed within Section 3 and 5 of the report; and • Note the overall outturn position of the Council. 	
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 report on the outturn position compared to the budget for 2019/2020.	
Alternative options to be considered and recommended to be rejected: No alternative options are proposed.	
Impacts analysed; Equality <input type="text" value="N/A"/> Privacy <input type="text" value="N/A"/> Sustainability <input type="text" value="N/A"/> Crime and Disorder <input type="text" value="N/A"/>	
Is the Decision consistent with the Council's co-operative values? Yes	
Is this a “Key Decision” as defined in the Constitution? Yes	
Is it included in the 28 day Notice of Decisions? Yes	

Cabinet 16th June 2020

Revenue Budget Outturn for 2019/2020

Executive Director of Corporate Services

1. Purpose of Report

- 1.1 This report advises Members of the overall Revenue Budget position for the 2019/2020 financial year. Set out in Section 3 below are details of the Revenue Budget Outturn for 2019/2020. The reporting format reflects the Portfolio Holder responsibilities in place during 2019/2020 and includes:
- contingency and budget transfers for the final quarter for 2019/2020;
 - details of the outturn for service budgets for 2019/2020; and
 - the position in relation to the achievement of budget savings for 2019/2020.
- 1.2 Sections 4 and 5 detail the general fund balances and the major revenue reserves position and Section 6 details the collection fund position for business rates and council tax.

2. Description of Decision (Recommendations)

- 2.1 Cabinet is recommended to:
- Approve the budget transfers, contingency and reserve transfers proposed within Section 3 and 5 of the report; and
 - Note the overall outturn position of the Council.

3. Revenue Budget Outturn 2019/2020

3.1 Statement of Accounts

- 3.1.1 The statutory deadline for the annual accounts production has been revised in the light of the COVID-19 response. The deadline for the draft Statement of Accounts has been extended to the 31st August 2020 (from 31st May 2020) and 31st October 2020 (from 31st July 2020) for the audited Statement of Accounts.
- 3.1.2 At this stage, the Council intends to publish its draft accounts by the end of June 2020. The Accounts will therefore be available for public inspection from 1st July 2020 until 11th August 2020. The audited Statement of Accounts will be presented to the Audit and Governance Committee on the 25th September for final approval.
- 3.1.3 Should the outturn position be amended prior to the publishing of the draft Statement of Accounts, an update will be provided to Cabinet as part of the first revenue review in July.

3.2 Overall Position

3.2.1 The final revenue outturn overall position is a net under spend of £0.496m. This takes into account service pressures and transitional costs arising in 2019/2020 which have been contained within the overall outturn position.

3.2.2 The outturn position is summarised in the table below, with further detail provided within Appendix A, Appendix B, and Section 3 below.

Area of Variance	Paragraph reference	Variance £m
Delegated Outturn	3.4	(9.518)
Contingencies Transfers	3.5	10.977
Capital Debt Charges	3.6	4.131
Levies	N/A	(0.003)
Grants	3.7	0.605
Reserves set aside	3.8	(5.696)
Final Outturn position (Transferred to SIR)		0.496

3.2.3 The Council's outturn position has been impacted by the COVID-19 pandemic, both in the run up to, and following the lockdown announcement on the 23rd of March, and the wider economic consequences that have entailed. Where the impact was material to the overall financial position, reference is made within the outturn report.

3.2.4 The government provided its first tranche of funding to support Local Authorities in response to the financial pressures arising from the pandemic on the 27th of March. This first tranche, distributed in the main to reflect social care responsibilities, totalled £10.592m. A second tranche, allocated on a per capita basis, provided a further £7.600m in the 2020/2021 financial year.

3.2.5 Whilst a financial impact has been reflected in the Council's 2019/2020 outturn position, given the likely significant costs and lost income that will arise in 2020/2021, the full £10.592m has been rolled forward in a reserve to supplement the second tranche of grant received in support of the 2020/2021 budget. This approach is deemed prudent especially given the reduced confidence in government messaging around full compensation to local authorities for costs incurred and lost income arising as a result of the pandemic.

3.3 Budget Transfers

3.3.1 Budget transfers have been undertaken at year end, principally to ensure that budgets are correctly allocated to services for Statement of Accounts presentation purposes and to ensure that technical entries are correctly recorded. These have included the allocation of the Improved Better Care Fund and other Adult Social Care grants to the Health and Social Care portfolio.

3.4 Delegated Budgets – Overall Summary

3.4.1 Details of major variations for each service, which have led to the outturn position, are set out at Appendix A. In overall terms there was a net service pressure of £9.518m, which has been contained within the overall corporate position.

3.4.2 Whilst this is a significant service overspend, this position represents a circa £5m improvement on the position forecast at the third review. In the main the overspend relates to the additional complexity of need resulting in cost pressures within both Adult Social Care and Childrens Social Care, offset by service underspends elsewhere. Additional funding has been allowed for within the 2020/2021 budget to mitigate as far as possible these additional cost pressures.

3.4.3 Progress in the implementation of the £17.364m approved savings plans for 2019/2020 continued during the fourth quarter. The final position reflects the increasing and continued challenge the Council faces in delivering significant savings year on year, with 61% of the savings fully achieved by year end. Where savings haven't been achieved in full, the position is included in the delegated outturn position detail at Appendix A.

- £10.557m (61%) of the savings have been fully realised to date;
- £0.188m (1%) of reductions where good progress is being made, with a good prospect that full savings will be achieved in 2020/2021;
- £0.397m (2%) of savings which have been deferred by securing funding to mitigate the position. It is now anticipated that this funding will be ongoing and not one-off;
- £5.678m (33%) is in respect of areas where delays and issues have been encountered. Of these;
 - £4.689m relates to Adult or Childrens Social Care pressures. Additional funding has been provided for these areas in 2020/2021 and as such these savings will have been significantly mitigated. Ongoing monitoring will be subsumed within normal budget monitoring arrangements.
 - £0.628m of savings that have been funded for 2020/2021 through the Medium Term Financial Plan (MTFP).
 - £0.361m of savings where the service has demonstrated it can achieve other underspends to fully mitigate these savings. As such no ongoing monitoring will be undertaken into 2020/2021, and
- £0.544m (3%) of savings are no longer anticipated to be delivered as originally planned. Of these;
 - £0.429m of savings that have been funded for 2020/2021 through the MTFP
 - £0.115m of savings that are now deemed unachievable. This position will be reviewed during 2020/2021 and to the extent that the service cannot achieve this saving, the MTFP will be amended to address the shortfall.

- 3.4.4 The accounts for the Local Authority Trading Companies have been finalised and will be reflected in the Council's Statement of Accounts. The outturn position for each is reflected within the delegated budget outturn within the relevant portfolio, and, where appropriate, reported as such in Appendix A.
- 3.4.5 The outturn position reflects the establishment of a small number of one off reserves, totaling £0.575m for known service commitments. The creation of these reserves reflect the fact that the commitment has already been established, but the goods or service have not been delivered during 2019/2020. These reserves will therefore meet the commitment when it arises.
- 3.5 Contingency Transfers
- 3.5.1 Transfers from the Contingency Fund take place on a quarterly basis to reflect expenditure actually incurred in respect of approved provisions. Final quarter contingency transfers, totalling a £6.470m return to contingencies, have been enacted as follows, leaving an overall underspend of £10.977m on the Council's contingency provision. The transfers in the final quarter are:
- Equal Pay £6.415m
A review of the equal pay provision has confirmed that there is no longer a need to provide separately for the pension liability as this has been taken into account within the overall pension fund actuarial valuation undertaken for 2020/2021. This has enabled a significant element of the provision to be released and returned to contingencies.
 - Utilities £1.312m
Return to contingencies of underspend in respect of utility costs as a result of savings in consumption and unit prices. This underspend primarily relates to the LED replacement programme with accelerated programme delivery and higher than anticipated saving against current budget. The 2020/2021 budget was set reflecting an element of savings on the LED replacement programme, however, further savings may now materialise in 2020/2021.
 - Newcastle Airport Dividend £0.962m
Following a board meeting held in January, the Council were notified of a dividend in respect of the Airport's 2019 financial year.
 - Transitional Costs (£1.183m)
Transitional costs in relation to the Council and its owned companies have been incurred during 2019/2020 which have been contained within the overall outturn position without the need to draw on capital receipts. This enables capital receipts generated during the year of £1.183m to be freed up to support the capital programme.
 - Doubtful Debt Impairment (£0.339m)
In light of the current COVID-19 uncertainties and associated increased risk to debtor payments, a prudent increase to the doubtful debt impairment allowance has been made.

- Waste tonnage (£0.161m)
Use of specific provision to meet the shortfall in service budgets in respect of increased waste tonnage being disposed of through the waste partnership agreement.
- Smart Cities (£0.150m)
Initial spend on the outline business case for the Smart Cities project has progressed during the year with associated costs initially being met by contingencies as approved by Cabinet in December.
- Business Rates (£0.118m)
Use of specific contingency to reflect the final Business Rates cost for Council buildings.
- Saving Plan Developments (£0.095m)
As reported at third review, the Council has been working with Ignite, an external consultancy, to support the development of savings plans within the MTFP. Costs incurred to date have been met through a drawdown from general contingencies.
- Make It (£0.092m)
Drawdown from general contingency to support additional campaign spend to attract and encourage inward investment across key sectors within the city.
- Winter Maintenance (£0.081m)
Specific contingency drawdown to support the winter maintenance base budget provision covering the full winter period.

3.6 Treasury Management Savings

- 3.6.1 As reported during the year, debt charges and interest on investment savings are available to support the overall corporate position as a result of reprofiling on the capital programme, reported elsewhere on the agenda, and improved lending and borrowing rates.
- 3.6.2 The final underspend of £4.131m is lower than anticipated at third review. Given the ongoing uncertainty in relation to air travel as a consequence of the COVID-19 pandemic, a deferral of loan note interest from Newcastle Airport has been allowed for in the final outturn position. This deferral is a timing delay and discussions are ongoing with the Airport to agree a new payment profile. Additionally, and in order to comply with accounting standards, the Council has recognised the increased risk associated with this loan, even though this increased risk is considered minimal at this stage.

3.7 Additional Grant Income

- 3.7.1 Additional grant income of £0.605m has been received during the year. This includes the Business Rates Levy Account Surplus distribution (£0.288m) from government. In addition, finalisation of the business rates outturn position has confirmed additional Section 31 compensatory grant amounts of £0.317m are owed by government in respect of various business rates reliefs implemented.

3.8 Reserves

- 3.8.1 Earmarking of specific reserves totaling £5.696m is proposed, to meet:

- One-off costs to be incurred within Together for Children during 2020/2021. Following receipt of external funding late in the year, Together for Children's outturn position subsequently improved. However, the company had intended on utilising these funds during 2020/2021. In recognition of this, the Council has earmarked £0.943m of reserves to support these costs in 2020/2021.
- Earmarking of £3.000m for one-off Children's Social Care costs that may arise in the future as a result of historic legal claims.
- The establishment of a reserve (£1.253m) to mitigate any timing impact that may arise should additional re-profiling of Airport loan interest be required.
- Earmarking of £0.500m for Social Recovery within the city as the COVID-19 situation improves. This reserve to be used to support the charity and voluntary sector within the city. The first proposed use of this, as a grant to the Foundation of Light, is included as a separate agenda item at this Cabinet meeting.

4 General Fund Balances

- 4.1 Following the annual review of financial risks faced by the Council, the Council's General Fund balance was set at £12m for the 2019/2020 budget.
- 4.2 Following a review of these risks and taking into account the revenue outturn position, MTFP, the evolving COVID-19 situation and the overall level of reserves, no change to the General Fund balance is proposed. The level of General Fund balance is set out at Appendix C, and will represent 5.4% of the Council's net budget requirement, which remains appropriate for a large unitary council.

5 Review of Existing Reserves

- 5.1 A full Statement of Reserves is set out at Appendix D. As part of the outturn a full review of reserves and provisions has been completed to ensure compliance with recommended accounting practice. As a result, reserves totalling £1.439m have been identified as no longer being required for their original purpose. This includes the levy transitional reserve. The released resources have been transferred to the Strategic Investment Reserve.
- 5.2 As the Council progresses with its regeneration agenda in line with the new City Plan, it is likely that some developments require a lead in time to become self sustaining. It is therefore proposed to establish a Strategic Regeneration Reserve of £10m to act as a smoothing reserve for such developments. This reserve is being established via a transfer from the Strategic Investment Reserve.
- 5.3 Overall the Council's reserves have increased by £14.663m in 2019/2020 to £168.685m. This improved position reflects the first tranche of COVID-19 grant received (£10.592m), capital re-profiling and an improved outturn position.
- 5.4 Cabinet members will be aware that, with the exception of the £12m General Fund set out in section 4 above, these usable reserves are earmarked for specific purposes and commitments, which are subject to regular review. Any decision to apply these reserves for other purposes, notably to address COVID-19 pressures, would have a detrimental impact on the Council as the reserve could not be used for its intended purposes, as detailed in Appendix D.

6 Collection Fund

6.1 Business Rates

- 6.1.1 The NNDR1 return to government for 2020/2021 set out a forecast surplus of £2.460m for 2019/2020, relating to the brought forward surplus from the previous financial year. The Council's share of this forecast surplus, £1.205m, has been factored into the 2020/2021 budget on a one off basis.
- 6.1.2 The final position at 31st March 2020 is an overall surplus of £2.792m. The improved position reflects lower than anticipated appeal numbers following the 2017 revaluation exercise. The Council's share of the final overall surplus position is £1.368m i.e. an additional £0.163m compared to forecast. This sum is available to support the Council's budget on a one off basis in 2021/2022.

6.2 Council Tax

6.2.1 The council tax element of the collection fund was impacted by the economic conditions in March as the COVID-19 pandemic developed. In response to the developing crisis, the Council scaled back actively pursuing debt in the final weeks of the year. As a result a deficit of £0.147m at 31st March 2020 of which the Council's share is £0.127m has materialised. This represents a deterioration from the amount (£0.835m Council's share) reported to Cabinet in February 2020.

6.2.2 This worsened position will be taken into account in the MTFP for the 2021/2022 financial year.

7. Reasons for Decision

7.1 To report on the outturn position compared to the budget for 2019/2020.

8. Alternative Options

8.1 No alternative options are proposed.

9. Impact Analysis

9.1 Impact assessments of Directorate actions to ensure the achievement of savings targets and a balanced budget position will be undertaken within Directorates as each action is developed.

10. Other Relevant Considerations / Consultations

10.1 None

11. List of Appendices

- Appendix A - Major Variations 2019/2020
- Appendix B - Overall Outturn Position 2019/2020
- Appendix C - Statement of General Balances
- Appendix D - Major Earmarked Reserves

12. Background Papers

None

**Cabinet Meeting 16th June 2020
Major Variations 2019/2020**

Portfolio	Latest Revised Budget (Budget Book) £m	Contingency Transfers (detailed in Para 3.5) £m	Budget Adjustments £m	Final Budget* £m	Outturn* £m	Final Variation Under / (Over) Spend £m	Reason for Variation
Leader	4.001	0.092	0.167	4.260	3.852	0.408	<ul style="list-style-type: none"> Minor variations of £0.408m underspend across a number of services, primarily as a result of the acceleration of savings plans for 2020/2021, salaries vacancy management and supplies and services underspends.
Deputy Leader	3.168	1.261	(0.078)	4.351	4.851	(0.500)	<ul style="list-style-type: none"> Reduced trading profit anticipated for the Port of Sunderland (£0.419m). Additional ongoing funding was provided in the 2020/2021 budget to address this shortfall. Minor variations across a number of service areas (£0.081m overspend).
Cabinet Secretary	13.707	(7.019)	(2.539)	4.149	1.188	2.961	<ul style="list-style-type: none"> Underspend on pension enhancements (£0.703m) due to a lower than anticipated academy conversion rate in the last two years. The budget has been realigned for 2020/2021 to reflect this and also the triennial actuarial review. Underspend (£0.980m) in the benefits section following receipt of government new burdens grant and higher than budgeted recovery on Housing Benefits. Underspend within revenues (£0.452m) due to increased income on court fees compared to budget and on staffing budgets as a result of vacancies and reduction in working hours. Underspend (£0.200m) in relation to Audit and Risk, arising from additional SLA and claims handling income as well as vacancy savings. Underspends on a number of services (£0.626m), predominantly due to vacancy management, but also non staffing budgets and additional income generation.

Appendix A (continued)

Portfolio	Latest Revised Budget (Budget Book) £m	Contingency Transfers (detailed in Para 3.5) £m	Budget Adjustments £m	Final Budget* £m	Outturn* £m	Final Variation Under / (Over) Spend £m	Reason for Variation
Children, Learning and Skills	74.809	0.024	(0.048)	74.785	79.541	(4.756)	<ul style="list-style-type: none"> • Together for Children (TfC) - The TfC Board is responsible for monitoring the financial position of the company, with updates provided to the Council through the established contract performance monitoring arrangements. • The TfC contract was realigned for 2019/2020 to reflect the pressures encountered, particularly on Looked After Children, but also to take account of £5.000m of savings proposals. • The final outturn position for TfC, is an overspend of £4.578m, an improvement from third review. The overspend is predominantly in relation to increased complexity of needs being encountered within Looked After Children, with a resultant increase in costs. The position is subject to continuous monitoring. The 2020/2021 budget includes provision for Children's Social Care to reflect and mitigate the budgetary risks in this area. • Minor overspends (£0.178m) across a number of service areas, significantly one off costs of funding the remaining deficit on Millfield Nursery upon closure.
Community and Culture	12.563	(0.002)	0.076	12.637	13.249	(0.612)	<ul style="list-style-type: none"> • Proposals relating to the development of a cultural offer within the city are subject to continued consideration to ensure the most appropriate and fit for purpose model is progressed. The associated savings targets of £0.548m are therefore unachievable and the 2020/2021 budget has been realigned accordingly. • Minor overspends (£0.064m) across a number of service areas.

Appendix A (continued)

Portfolio	Latest Revised Budget (Budget Book) £m	Contingency Transfers (detailed in Para 3.5) £m	Budget Adjustments £m	Final Budget* £m	Outturn* £m	Final Variation Under / (Over) Spend £m	Reason for Variation
Environment and Transport Portfolio	44.996	(0.926)	(8.150)	35.920	36.379	(0.459)	<ul style="list-style-type: none"> Highways trading – An underspend of £0.373m has arisen as a result of an increase in the profitability of various highways schemes. Parking Services – a shortfall against budgeted surplus of £0.187m, as a result of unachieved efficiency regarding parking permits (funded for 2020/2021), extended free parking over Christmas, additional car parking maintenance and latterly the impact of the COVID-19 pandemic. One off maintenance savings arising on the street lighting contract resulting in an underspend of £0.194m. Bereavement - income pressure, due primarily to a downturn in demand over spring/summer months, together with additional equipment and security costs has led to a budget deficit of £0.273m. Public Protection and Regulatory Services – additional demand within environmental services to focus services towards a more neighbourhood based targeted role has been addressed through additional staffing resource in this area, leading to an overspend of £0.152m. The ongoing position has been included within the 2020/2021 budget. Local Services – additional investment in street scene has seen the introduction of additional response teams, leading to an overspend of £0.147m. The ongoing position has been included within the 2020/2021 budget. Variations on a number of service areas has created an overspend of £0.267m.

Appendix A (continued)

Portfolio	Latest Revised Budget (Budget Book) £m	Contingency Transfers (detailed in Para 3.5) £m	Budget Adjustments £m	Final Budget* £m	Outturn* £m	Final Variation Under / (Over) Spend £m	Reason for Variation
Health and Social Care	79.343	(0.002)	(20.977)	58.364	65.254	(6.890)	<ul style="list-style-type: none"> Significant financial pressure of £6.979m in Adult Social Care attributable to increasing complexity of need. Initiatives continued to be implemented throughout the year to reduce cost whilst still meeting client need, which have mitigated the position and led to an improved position since the third review. These measures included the use of assistive technology, behavioural management and the management of complex cases. The MTFP included provision for Adult Social Care to reflect and mitigate the budgetary risks in this area with the 2020/2021 budget re-aligned accordingly. Minor underspends (£0.089m) across a number of service areas.
Housing and Regeneration Portfolio	4.012	0.102	0.624	4.738	4.408	0.330	<ul style="list-style-type: none"> Miscellaneous Land and Properties – underspend of £0.683m following additional Siglion dividend and income for regeneration property acquisitions. This position has been factored into the 2020/2021 budget. Overspend of £0.117m against budget on anti-social behaviour in relation to unachieved efficiency. The 2020/2021 budget reflected this pressure and realigned budgets accordingly. Overspend of £0.191m on Building and Development Control, primarily in relation to remediation work undertaken at Teal Farm and the Gasification plant public enquiry. Various minor overspends of £0.045m across a number of service areas.
Total Service Outturn	236.599	(6.470)	(30.925)	199.204	208.722	(9.518)	

* Due to delays with notional Asset Charges and IAS19 Pension entries, these transactions have not been reflected in the final Budget or Outturn at the time of publication. These entries are neutral and do not impact on the portfolio variance or overall outturn position.

Cabinet Meeting 16th June 2020
Overall Position 2019/2020

	Revised Budget	Budget Adjustments	Final Budget*	Outturn*	Variance Under / (Over) Spend
	£m	£m	£m	£m	£m
Leader Portfolio	4.001	0.259	4.260	3.852	0.408
Deputy Leader Portfolio	3.168	1.183	4.351	4.851	(0.500)
Cabinet Secretary Portfolio	13.707	(9.558)	4.149	1.188	2.961
Children, Learning and Skills Portfolio	74.809	(0.024)	74.785	79.541	(4.756)
Community and Culture Portfolio	12.563	0.074	12.637	13.249	(0.612)
Environment and Transport Portfolio	44.996	(9.076)	35.920	36.379	(0.459)
Health and Social Care Portfolio	79.343	(20.979)	58.364	65.254	(6.890)
Housing and Regeneration Portfolio	4.012	0.726	4.738	4.408	0.330
Total Service Expenditure	236.599	(37.395)	199.204	208.722	(9.518)
Provision for Contingencies	4.507	6.470	10.977	0.000	10.977
Capital Financing Costs	18.275	0.651	18.926	14.795	4.131
Transfer to/from Reserves	(0.471)	0.000	(0.471)	(0.471)	0.000
Technical Adjustments	(29.153)	9.461	(19.692)	(19.692)	0.000
Levies	15.289	0.000	15.289	15.292	(0.003)
Hetton Town Council	0.067	0.000	0.067	0.067	0.000
Less Grants	(30.270)	20.813	(9.457)	(10.062)	0.605
Total Net Expenditure	214.843	0.000	214.843	208.651	6.192
Revenue Support Grant	(27.507)	0.000	(27.507)	(27.507)	0.000
National Non-Domestic Rates/Retained Business Rates	(44.398)	0.000	(44.398)	(44.398)	0.000
Top Up Grant	(43.023)	0.000	(43.023)	(43.023)	0.000
Collection Fund Surplus	(0.353)	0.000	(0.353)	(0.353)	0.000
Council Tax Requirement	(99.562)	0.000	(99.562)	(99.562)	0.000
Draft Outturn	0.000	0.000	0.000	(6.192)	6.192
Establishment of / Transfer to Reserves	0.000	0.000	0.000	5.696	(5.696)
Final Outturn Position	0.000	0.000	0.000	(0.496)	0.496

* Due to delays with notional Asset Charges and IAS19 Pension entries, these transactions have not been reflected in the final Budget or Outturn at the time of publication. These entries are neutral and do not impact on the portfolio variance or overall outturn position.

Cabinet Meeting 16th June 2020
Statement of General Fund Balances

	£m
Balance as at 1st April 2019	12.000
- Contribution to Revenue Budget	(1.250)
- Transfer from Strategic Investment Reserve to support 2019/2020 Budget	1.250
Balance as at 31st March 2020	12.000
- Planned Contribution to Revenue Budget	0.000
Estimated Balance as at 31st March 2021	12.000

Cabinet Meeting 16th June 2020
Major Earmarked Reserves

Reserves	Purpose of the Reserve	Opening Balance 01.04.2019 £m	Movement in Year £m	Closing Balance 31.03.2020 £m
General Fund	General Fund of the Council	12.000	0.000	12.000
School Balances	Balances held by schools under a scheme of delegation	7.758	0.224	7.982
Earmarked General Fund Reserves – Capital				
Riverside Transfer	Reserve established to fund capital works associated with the Homes and Communities Agency land transferred to the Council.	9.188	0.000	9.188
Capital Priorities Reserve	A reserve established to address some of the Council's key capital developments and strategic priorities.	7.179	0.983	8.162
Section 106 Reserves	Under Section 106 of the Town and Country Planning Act 1990, developers make financial contributions to the Council relating to affordable housing, public open spaces including allotments and locally equipped play parks, educational facilities, highways and public transport improvements, sports and recreational facilities and environmental improvements.	6.254	1.026	7.280
Strategic Investment Reserve (Capital)	A reserve established to address some of the Council's key developments, strategic priorities and address other major liabilities.	5.422	(0.877)	4.545
Strategic Investment Plan Reserve	This reserve is necessary to fund part of the Council's contribution to its Strategic Investment Plan	1.656	(0.462)	1.194
Commercial and Economic Development Activity	Reserve established to take advantage of commercial and economic development opportunities that will meet priorities of the Council.	1.452	(0.298)	1.154
Other Earmarked Capital Reserve	Funding set aside to fund future capital projects previously approved.	2.969	(0.140)	2.829
Earmarked General Fund Reserves – Revenue				
Strategic Investment Reserve (Revenue)	A reserve established to address some of the Council's key developments, strategic priorities and address other major liabilities.	23.565	(11.796)	11.769
Strategic Regeneration Reserve	A reserve to support the Council's regeneration ambitions, specifically to smooth any revenue impact of projects until they become self sustaining.	0.000	10.000	10.000

Appendix D (continued)

Reserves	Purpose of the Reserve	Opening Balance 01.04.2019 £m	Movement in Year £m	Closing Balance 31.03.2020 £m
Service Reduction Reserve	This reserve is to provide temporary transitional funding relating to the implementation of planned service reductions.	12.145	0.000	12.145
Medium Term Planning Smoothing Reserve	This reserve has been established to address any potential impact arising from increased risk and uncertainty with the Business Rate Retention Scheme. It is being used to smooth the impact of government funding uncertainties.	5.602	0.926	6.528
Insurance Reserve	This reserve has been established to provide for potential future claims or claim increases.	4.721	0.956	5.677
Street Lighting and Highway Signs PFI Smoothing Reserve	The reserve was established to smooth the financial impact to the Council across the 25 years of the contract life.	4.476	(0.196)	4.280
HCA Stadium Park	Reserve established to fund ongoing maintenance of Homes and Communities Agency land transferred to the Council.	3.101	0.008	3.109
SIB Reserve	A reserve held to fund future allocations through the Strategic Initiatives Budget.	2.883	0.420	3.303
Sandhill Centre PFI Smoothing Reserve	The reserve was established to smooth the financial impact to the Council across the 25 years of the contract life.	2.328	(0.177)	2.151
Housing Benefit Smoothing Reserve	This reserve has been established to smooth any potential impact of outstanding debtors as housing benefit is subsumed within universal credit.	1.908	(0.331)	1.577
Education Redundancy Reserve	The reserve was established to meet the anticipated costs of redundancies as a result of falling pupil rolls within maintained schools.	1.678	0.238	1.916
Riverside Transfer	Reserve established to fund ongoing maintenance of Homes and Communities Agency land transferred to the Council.	1.419	(0.085)	1.334
House Sale Income	The reserve relates to the sale of client's homes that will be utilised to support future support needs of those clients.	1.407	(0.171)	1.236
Collection Fund Surplus Reserve	Reserve established as part of 2018/19 budget setting to smooth the collection fund surplus benefit into future years.	1.345	(0.147)	1.198

Appendix D (continued)

Reserves	Purpose of the Reserve	Opening Balance 01.04.2019 £m	Movement in Year £m	Closing Balance 31.03.2020 £m
Levy Transitional Reserve	A reserve established from the redistribution of Business Rates Levy surpluses by government. Earmarked for one off transitional costs.	1.296	(1.296)	0.000
DSG Surplus	This reserve is the underspend from the Dedicated Schools Grant that will be utilised to support schools funding in future years.	1.162	(1.411)	(0.249)
COVID-19	A reserve established from government grant to fund the immediate costs and lost income associated with the COVID-19 pandemic.	0.000	10.592	10.592
Children's Social Care	A reserve to fund any one-off Children's Social Care costs that may arise in the future.	0.000	3.000	3.000
Airport Smoothing Reserve	Reserve established to smooth any delayed airport loan interest payment that may arise.	0.000	1.253	1.253
Other Earmarked Revenue Reserves	Numerous small revenue reserves less than £1m which are set up for specific purposes.	19.106	0.347	19.453
Total General Fund Reserves		142.020	12.586	154.606
Capital Receipts Reserve	Balance of capital receipts held, pending use to fund the capital programme.	6.527	2.535	9.062
Capital Grants Unapplied	Balance of capital grants held pending expenditure on capital programme.	5.475	(0.458)	5.017
Total Usable Reserves		154.022	14.663	168.685

COMPLAINTS AND FEEDBACK ANNUAL REPORT

REPORT OF THE EXECUTIVE DIRECTOR OF CORPORATE SERVICES

1. PURPOSE OF THE REPORT

- 1.1 To provide the Committee with information regarding compliment, complaints and feedback received by the council.

2. BACKGROUND

- 2.1 The council is committed to listening to those who use its services and learning from complaints and feedback to improve those services.
- 2.2 This report is the Annual Report for the financial year April 2019 – March 2020 and presents an overview across the full range of complaints and feedback received by the council.
- 2.3 Unfortunately, due to the timings of the committee the actual report will need to be sent under separate cover.
- 2.4 In view of the importance to the council of ensuring an appropriate response is provided to all aspects of customer dissatisfaction it is timely for the Committee to receive an overview of complaints received across all council services.

3. RECOMMENDATION

- 3.1 The Scrutiny Committee is recommended to consider and comment on the information provided regarding compliments, complaints and feedback received by the Local Authority.

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COVID-19 VERBAL UPDATE

REPORT OF THE CHIEF EXECUTIVE

1. PURPOSE OF THE REPORT

- 1.1 To provide the Committee with a general overview of the Covid-19 situation in Sunderland.

2. BACKGROUND

- 2.1 The Executive Director of Corporate Services and the Strategic Director of People, Communications and Partnerships will be in attendance and will be able to provide the committee with an overview of the situation in Sunderland. The Cabinet Secretary will also be in attendance. This will be through a verbal update to the committee at its meeting on 25 June 2020.
- 2.2 This will provide an opportunity for the Scrutiny Coordinating Committee to understand some of the key issues facing the City and identify potential issues for inclusion in its work programme.

3. CURRENT POSITION

- 3.1 The Covid-19 pandemic remains a challenging and uncertain situation and the verbal update will provide the opportunity for Members of the Committee to receive an up-to-date overview in Sunderland.

4 RECOMMENDATION

- 4.1 The Scrutiny Committee is recommended to receive the verbal update on the Covid-19 pandemic and comment on the information provided.

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ANNUAL SCRUTINY WORK PROGRAMME 2020/21

REPORT OF THE CHIEF EXECUTIVE

1. PURPOSE OF THE REPORT

- 1.1 To provide options, provide support and advise Members on the development of the scrutiny work programmes for 2020/21.

2. DETERMINING SCRUTINY ANNUAL WORK PROGRAMMES

- 2.1 Members are required to determine the work programmes for their respective scrutiny committees to give focus and structure to the scrutiny activity to ensure that it effectively and efficiently supports and challenges the decision-making processes of the Council, and partner organisations, for the benefit of the people and communities of Sunderland City Council.

Principles Guiding the Development of Scrutiny Work Programmes

- 2.2 The following key principles should be taken into consideration when determining scrutiny work programmes:

Selectivity – Given the limited number of scheduled meetings and time constraints on Members and officers it is important that priority is given to key issues. Members should consider what can realistically and properly be reviewed at each meeting, taking into account the time needed to scrutinise each item and what each session is intended to achieve.

Value – Items should have the potential to ‘add value’ to the work of the council and its partners. If it is not clear what the intended outcomes or impact of a review will be then Members should consider if there are issues of a higher priority that could be scrutinised instead.

Ambition – Scrutiny Committees should not shy away from carrying out scrutiny of issues that are of real concern, whether or not they are the primary responsibility of the Council. The Local Government Act 2000 gave local authorities the power to promote economic, social and environmental well being of local communities. Subsequent Acts have conferred specific powers to scrutinise health services, crime and disorder issues and to hold partner organisations to account.

Flexibility – Members are reminded that there needs to be a degree of flexibility built into each work programme to respond to unforeseen issues/items for consideration/comment during the year and

accommodate any developmental or additional work the falls within the specific committee remit.

Timing – Scrutiny activity should be timely and, where appropriate, the findings and recommendations inform the wider corporate developments at a time when they can achieve the most impact. All Members should look to avoid duplication of work carried out and the Scrutiny Coordinating Committee can assist in preventing this from happening.

Models for Carrying out the Work of Scrutiny Committees

- 2.3 Topics for inclusion in the Scrutiny Work Programme will vary from single issue items for consideration such as policy and performance reports through regular updates on issues that the committee have adopted a more focused monitoring role to in-depth policy reviews.
- 2.4 There are a number of ways that Scrutiny Committees can deliver these topics through their work programmes. Members should consider the appropriate option to undertake each of the items selected for inclusion in the work programme. This may take the form of regular, on-going task such as the scrutiny of Cabinet business, performance reports or the annual budget, or alternatively, specific one-off issues, task and finish groups or in-depth policy reviews.

Support available for Scrutiny Activity

- 2.5 The Overview and Scrutiny function has dedicated scrutiny support from the Scrutiny Team to:
- Work with the Scrutiny Chairs to manage the work programme and coordinate the agenda, including advising officers and partner organisations on information required and guidance for witnesses submitting evidence to a scrutiny committee;
 - Provide support to scrutiny members through briefing papers, background material, training and development seminars etc.;
 - Facilitate and manage the work of any task and finish groups or policy reviews, including research, arranging site visits, inviting and briefing witnesses and drafting review reports for discussion and approval by the Committee; and
 - Promote the scrutiny function across both the organisation and externally.

3. OPTIONS FOR SETTING THE SCRUTINY PROGRAMMES

- 3.1 Each Scrutiny Committee sets its own agenda within the scope of its terms of reference. There are a number of potential methods that can be utilised to assist members in debating key issues to develop and populate the respective scrutiny work programmes.

- 3.2 Scrutiny is a member-led function of the council and however work programmes are developed there is an important role for Members to highlight issues of concern within their local communities. Elected Members are best placed to provide local knowledge and raise key community issues that could be added to the appropriate work programme either at the development stage or at any time during the committee cycle.
- 3.3 It is important to recognise the impact of the Covid-19 pandemic and the considerable implications for all facets of service delivery for the Council, its partners and the wider community.
- 3.4 There are also a number of potential scrutiny issues arising from the pandemic which would benefit from scrutiny involvement, including some of the legislative changes brought about as part of the Covid-19 response.
- 3.5 There will also be the issue of Member, Officer and partner involvement in any scrutiny activities that will, most likely, be difficult to organise in the initial aftermath of the lifting of current government restrictions, but this will allow time to plan and develop a suitable approach to work programme planning for the future.

4. CONCLUSIONS

- 4.1 Scrutiny is a Member led process and the work programme of each committee is owned, populated and monitored by Members of that committee. The work programme remains an important document as the schedule for each committee's work throughout the year. Therefore, work programme planning is an important aspect of the committee role and function and having as much contribution and input as possible will provide an ambitious and relevant work programme for the coming year.
- 4.2 The Covid-19 crisis has obviously impacted the work programme planning which would normally have taken place in May/June 2020, and with social distancing still in place a large-scale event would not be recommended currently. However, there is still the opportunity to develop work programmes during July/August through individual workshops which are more manageable through the processes that will be in place at this time to address the Covid-19 crisis.
- 4.3 The Committee cycle allows for the continued monitoring and development of the work programme through a regular agenda item and the Scrutiny Coordinating Committee, in its coordinating role, allows for a complete overview of the scrutiny work programmes throughout the year.

5. RECOMMENDATION

- 5.1 That consideration is given to developing the scrutiny work programmes through individual workshops organised and developed through the scrutiny function. The workshops will take place during July/August and will aim to provide a number of relevant issues and topics for consideration and approval by the respective scrutiny committees.

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

- 1.1 To provide Members with an opportunity to consider the items on the Executive's Notice of Key Decisions for the 28-day period from 15 June 2020.

2. BACKGROUND INFORMATION

- 2.1 Holding the Executive to account is one of the main functions of Scrutiny. One of the ways that this can be achieved is by considering the forthcoming decisions of the Executive (as outlined in the Notice of Key Decisions) and deciding whether Scrutiny can add value in advance of the decision being made. This does not negate Non-Executive Members ability to call-in a decision after it has been made.
- 2.2 To this end, the most recent version of the Executive's Notice of Key Decisions is included on the agenda of this Committee. The Notice of Key Decisions for the 28-day period from 15 June 2020 is attached marked **Appendix 1**.

3. CURRENT POSITION

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

4. RECOMMENDATION

- 4.1 To consider the Executive's Notice of Key Decisions for the 28-day period from 15 June 2020 at the Scrutiny Committee meeting.

5. BACKGROUND PAPERS

- Cabinet Agenda

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

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

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter*	Address to obtain further information
170927/212	To approve in principle the establishment of a new police led Road Safety Partnership (Northumbria Road Safety Partnership) embracing the Northumbria Force Area.	Cabinet	Y	During the period 1 June to 30 September 2020.	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
181024/312	To receive an update report on the Regional Adoption Agency proposals and to agree the next steps	Cabinet	Y	During the period from 1 June to 30 September 2020.	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter*	Address to obtain further information
190906/402	To consider expansion proposals by an existing Council tenant in respect of a strategic property and the associated capital funding and revised lease term proposals.	Cabinet	Y	During the period from 30 June to 30 September 2020.	Y	This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200507/474	To consider the procurement a contractor to undertake works at Jacky Whites Market.	Cabinet	Y	During the period 1 June to 31 July 2020.	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter*	Address to obtain further information
200527/483	To consider the proposed acquisition of 2.54 acres of land at Pallion Industrial Estate, Sunderland.	Cabinet	Y	14 July 2020	Y	This report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200604/484	To approve the proposed Better Care Fund arrangements with Sunderland Clinical Commissioning Group for the period 2020-2021.	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200604/485	To approve the First Capital Review 2020-2021 (including Treasury Management).	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Item no.	Matter in respect of which a decision is to be made	Decision-maker (if individual, name and title, if body, its name and see below for list of members)	Key Decision Y/N	Anticipated date of decision/ period in which the decision is to be taken	Private meeting Y/N	Reasons for the meeting to be held in private	Documents submitted to the decision-maker in relation to the matter*	Address to obtain further information
200604/486	To approve the First Revenue Review 2020-2021.	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200605/487	To consider the endorsement of a Health Inequalities Strategy for Sunderland.	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200608/488	To consider approval of a proposal to commence school organisation processes related expansion of premises and revocation of previous proposals To consider approval of a proposal to procure capital works associated with School Organisation proposals.	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

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200609/489	Proposed extension of the Services Agreement between the Council and Sunderland Care and Support Ltd (SCAS) for the provision of care and support services	Cabinet	Y	14 July 2020	N	Not applicable	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200515/482	To consider a proposal to procure capital works required to refurbish the former Harraton Skill Centre to facilitate the delivery of Special Educational Needs school provision from the site To consider a proposal to issue a lease to Prosper Learning Trust for the Harraton Skill Centre, Washington.	Cabinet	Y	During the period 14 July to 30 September 2020.	N	Not applicable	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

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200501/471	To consider the appropriation of land at Newbottle Street, Houghton-le-Spring.	Cabinet	Y	During the period 14 July 2020 to 30 September 2020.	Y & N	This report will be in two parts with one to be considered in public meeting and the other containing commercially sensitive or confidential financial information which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraph 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

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190823/385	To approve the proposed Governance Arrangements for the Centre of Excellence for Sustainable Advanced Manufacturing (CESAM) and related matters.	Cabinet	Y	During the period from 1 September to 31 October 2020.	Y	The report is one which relates to an item during the consideration of which by Cabinet the public are likely to be excluded under Paragraphs 3 of Schedule 12A of the Local Government Act 1972, as amended, as the report will contain information relating to the financial or business affairs of any particular person (including the authority holding that information). The public interest in maintaining this exemption outweighs the public interest in disclosing the information.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

Note; Some of the documents listed may not be available if they are subject to an exemption, prohibition or restriction on disclosure.

Further documents relevant to the matters to be decided can be submitted to the decision-maker. If you wish to request details of those documents (if any) as they become available, or to submit representations about a proposal to hold a meeting in private, you should contact Governance Services at the address below.

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

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

Who will decide;

Councillor Graeme Miller – Leader; Councillor Michael Mordey – Deputy Leader; Councillor Paul Stewart – Cabinet Secretary; Councillor Louise Farthing – Children, Learning and Skills; Councillor Geoffrey Walker – Healthy City; Councillor John Kelly – Vibrant City; Councillor Rebecca Atkinson – Dynamic City.

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

Elaine Waugh,
Assistant Director of Law and Governance

15 June 2020