

ECONOMIC PROSPERITY SCRUTINY COMMITTEE

AGENDA

Meeting to be held in the Civic Centre (Committee Room No. 1) on Tuesday 11th February 2020 at 4.30 p.m.

Membership

Cllrs Blackburn, Blackett, M. Dixon, Fagan, Foster, Jackson, Jenkins, Marshall, Taylor, Thornton (Vice Chairman) Turner (Chairman).

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Report of the Scrutiny and Members Support Co-ordinator (copy herewith).

Part C – CCFA/Members Item/Petitions

No items.

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

3rd February 2020.

At a meeting of the ECONOMIC PROSPERITY SCRUTINY COMMITTEE held in the CIVIC CENTRE, SUNDERLAND on TUESDAY 14TH JANUARY, 2020 at 4.30 p.m.

Present:-

Councillor D. Turner in the Chair

Councillors Blackburn, Blackett, M. Dixon, Fagan, Foster, Jackson, Jenkins, Marshall, Taylor and Thornton.

Also in attendance:-

Mr Jim Diamond, Scrutiny Officer, Sunderland City Council

Mr Paul Wood, Principal Governance Services Officer, Sunderland City Council

Ms Marion Dixon, Acting Assistant Director of Housing Services, Sunderland City Council

Ms Louise Sloan, Strategic Plans and Housing Manager, Sunderland City Council

Mr Gary Baker, Planning Policy Team Leader, Sunderland City Council

The Chairman welcomed everyone to the meeting and introductions were made.

Apologies for Absence

There were no apologies for absence.

Minutes of the Last Ordinary Meeting of the Scrutiny Committee held on 3rd December 2019

A copy of the minutes of the last ordinary meeting of the Scrutiny Committee held on 3rd December, 2019 was submitted.

(For copy report – see original minutes).

1. RESOLVED that the minutes of the last ordinary meeting of the Scrutiny Committee held on 3rd December, 2019 (copy circulated), be confirmed and signed as a correct record.

Declarations of Interest (including Whipping Declarations)

There were no declarations of interest made.

**Reference from Cabinet – 14 January 2020
Feed and Food Controls Service Plan 2019/2020**

The Assistant Director of Law and Governance submitted a report (copy circulated) which sought the views of the Committee on a report considered by Cabinet on the 14 January 2020 which presented the Feed and Food Controls Service Plan for

2019/2020 to be used by the Feed and Food Safety Enforcement Service across the city which had been formulated to comply with the current recommendations of the Food Standards Agency Framework Agreement and outlined the national priorities and standards for service delivery.

(for copy report – see original minutes)

Ms Marion Dixon, Acting Assistant Director of Housing Services presented the report, highlighting the key points arising and addressing questions and comments thereon.

Councillor Blackburn queried if the four premises that had been closed had been visited recently. Ms Dixon advised that one premise had been closed as a consequence from a report of the member of public and the others had been visited previously in requirement with the Food Standards Agency.

In response to Councillor Blackburn's query in relation to paragraph 2.4.1 of the report and if the Approved Premises were visited more often, Ms Dixon advised that this was correct, and they were required to visit the premises every six months to a year.

Councillor Marshall highlighted the Services move to a new IT system and the issues faced with downloading information from the old to new system and how long this would take to resolve. Ms Dixon informed the Committee that historically they had utilised a bespoke system but unfortunately this could not be supported any longer and the decision was made to move to an "off the shelf" system. A programme was in place to transition data from one system to the other and there were instances where some data had slipped as the systems were not identical. This created a few problems in terms of reporting and training issues with staff etc,

Ms Dixon advised that she was confident that they have the quality control checks in now and it was just about catching up with the work.

In relation to Councillor Thornton's enquiry over the unrated premises, Ms Dixon advised that they had caught up with 120 of those and they had appointed additional contractors, so they were confident of catching up with the rest. Ms Dixon also advised of a huge churn in change of ownerships of businesses which created a great amount of work each month, but they were hopeful that the additional staff to be taken on would help keep on top of this.

Councillor M. Dixon enquired as to the procedure if operators did not cooperate and were not there to open up for an inspection/visit. Ms Dixon informed the committee that all visits were unannounced, and it was not often Officers were unable to gain access to the premises.

Having fully considered the report, the Chairman thanked Ms Dixon for her attendance.

2. RESOLVED that the Committee commended the hard work of the staff during the year and supported the Cabinet's recommendation to submit the Feed and Food Controls Service Plan for 2019/2020 to Council for final approval.

Reference from Cabinet – 14 January 2020

Adoption of Core Strategy and Development Plan 2015-2033

The Assistant Director of Law and Governance submitted a report (copy circulated) which sought the views of the Committee on a report considered by Cabinet on the 14 January 2020 which sought approval to recommend to Council to adopt the Core Strategy and Development Plan 2015-2033 (the Plan)

(for copy report – see original minutes)

Ms Louise Sloan, Strategic Plans and Housing Manager and Mr Gary Baker, Planning Policy Team Leader presented the report, highlighting the key points arising and addressing questions and comments thereon.

Councillor M. Dixon commented that it was generally agreed that everyone wanted empty houses/properties to be occupied and enquired if there was any further idea on how to achieve this and the procedures we intend to use. Ms Sloan advised that this was not their area and would come under the Housing Team's remit so she wouldn't like to comment on this regard.

With regard to Councillor M. Dixon's queries Ms Sloan advised that the plan was to encourage the use of more non traditional designs in housing/materials and in relation to the Civic Centre, the Core Strategy was a very strategic document so it would be the second part of the document which would look at particular sites.

Councillor M. Dixon wished to thank the Officers for the plan as a lot of work had gone into this which they should be congratulated on.

Councillor Jackson enquired if officers could highlight any changes made in the plan in relation to houses of multiple occupation. Ms Sloan advised that there hadn't really been any changes in this regard, the evidence was being looked at and a scoping report would come to Committee in future.

Councillor Blackburn referred to Page 38 of the agenda and paragraph 4.2 – Ensuring that policies and proposals for gypsies and travellers are positively prepared, effective and consistent with national policy. Councillor Blackburn queried if anything had changed with regard to this. Mr Baker advised that the Inspector had made a slight change in criteria and a map on Housing growth areas was to be included also.

Councillor Blackburn also queried how the Inspectors main change of ensuring that the extent of Settlement Breaks is positively prepared and justified were to be achieved. Ms Sloan advised that boundaries had now been established and re-designated which would be very difficult to encroach upon.

Councillor Blackett referred to Full Council's notice of motion to declare a climate emergency and enquired if the Plan was not able to respond to this as it had been published before the motion was put forward. Ms Sloan advised that the plan had climate change embedded and entwined into a lot of policies to be as sustainable as we could be however there was the possibility we may need stronger policies in the future relating to the Climate Emergency.

Having fully considered the report the Chairman thanked Ms Sloan and Mr Baker for their attendance and wished to thank all officers involved for their hard work on the Plan.

3. RESOLVED that the Committee supported the recommendations of the report and thanked officers for all the work involved in the preparation of the Plan.

Annual Work Programme 2019-20

The Director of People, Communications and Partnerships submitted a report (copy circulated), setting out the current work programme of the Committee for the 2019-20 Municipal year.

(For copy report – see original minutes).

Mr Jim Diamond, Scrutiny Officer presented the report for Members information and advised of the request for the Major Events Report to be rescheduled to the March meeting so that the economic effect of the Illuminations could be included in the report.

Councillor Jackson requested that the Council Homeless Policy be considered. Mr Diamond advised that he would request this be included within the Housing Strategy Update that was scheduled for consideration at the February Committee meeting.

4. RESOLVED that the information contained in the work programme for 2019-2020 be noted.

Notice of Key Decisions

The Director of People, Communications and Partnerships submitted a report providing Members with an opportunity to consider the items on the Executive's Notice of Key Decisions for the 28-day period from 16th December, 2019 (copies circulated).

(For copy report and notice – see original minutes).

Mr Jim Diamond, Scrutiny Officer reminded Members to contact him if they required further information on any of the items included in the notice.

In response to Councillor Blackett's request, Mr Diamond advised that he would enquire as to the progress of Item no 190114/325 – To procure a contractor to undertake works at Jacky Whites Market and associated properties in The Bridges Shopping Centre.

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

The Chairman thanked Members and Officers for their attendance and closed the meeting.

(Signed) D. TURNER,
Chairman.

REFERENCE FROM CABINET – 11 FEBRUARY 2020**SUPPLEMENTARY PLANNING DOCUMENTS****Report of the Assistant Director of Law and Governance****1. Purpose of this Report**

- 1.1 To set out for the advice and consideration of this Committee a report which is to be considered by Cabinet on 11 February 2020 to seek approval to undertake public consultation on draft Supplementary Planning Documents (SPDs) covering the South Sunderland Growth Area and Planning Obligations, and draft Scoping Reports for SPDs in relation to Biodiversity and Homes in Multiple Occupation (HMOs).

2. Background and Current Position

- 2.1 The Cabinet, at its meeting to be held on 11 February 2020, will give consideration to a report of the Executive Director of City Development to seek Cabinet approval to undertake consultation on draft Supplementary Planning Documents (SPDs) covering the South Sunderland Growth Area and Planning Obligations, and draft Scoping Reports for SPDs in relation to Biodiversity and Homes in Multiple Occupation (HMOs).
- 2.2 The report also seeks Cabinet approval of interim Development Management Planning Guidance, whilst new SPDs are prepared to replace aspects of planning guidance previously set out within the Development Control Guidelines, Household Alterations and Extensions SPD and Residential Design Guide SPD.
- 2.3 The Cabinet is recommended to approve for public consultation the draft South Sunderland Growth Area (SSGA) and draft Planning Obligations SPDs and the draft Scoping Reports for SPDs in relation to Biodiversity and HMOs. It is also recommended that Cabinet approves interim Development Management Planning Guidance for use until replacement SPDs are prepared.
- 2.4 Copies of the 11 February 2020 Cabinet agenda are available online to all Members of the Council. The report has also been forwarded to the Planning and Highways Committee for advice and consideration. Recommendations from the Cabinet will be reported verbally to the meeting.

3. Conclusion

- 3.1 The report is referred to this Committee for advice and consideration as part of the consultation process. The comments of this Committee will be reported to Cabinet when it receives a further report following the consultation exercises.

4. Recommendation

- 4.1 The Committee is invited to give advice and consideration on the attached report of the Executive Director of City Development.

5. Background Papers

- 5.1 Cabinet Agenda, 21 September 2016.
- 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:-

<https://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/9962/Committee/1953/Default.aspx>

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CABINET MEETING – 11 FEBRUARY 2020

EXECUTIVE SUMMARY SHEET – PART I

Title of Report:

Supplementary Planning Documents

Author(s):

Executive Director of City Development

Purpose of Report:

The purpose of this report is to seek Cabinet approval to undertake consultation on draft Supplementary Planning Documents (SPDs) covering the South Sunderland Growth Area and Planning Obligations, and draft Scoping Reports for SPDs in relation to Biodiversity, and Homes in Multiple Occupation (HMOs).

The report also seeks Cabinet approval of interim Development Management Planning Guidance, whilst new SPDs are prepared to replace aspects of planning guidance previously set out within the Development Control Guidelines, Household Alterations and Extensions SPD and Residential Design Guide SPD.

Description of Decision:

It is recommended that Cabinet approves for public consultation the draft South Sunderland Growth Area (SSGA) and draft Planning Obligations SPDs and the draft Scoping Reports for SPDs in relation to Biodiversity and HMOs. It is also recommended that Cabinet approves interim Development Management Planning Guidance for use until replacement SPDs are prepared.

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:

The decision is required to allow public consultation to be undertaken on the SPDs in accordance with Regulations 12 & 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (the 2012).

The SPDs will provide guidance for developers and decision makers on specific planning matters, building upon the policies contained within the Core Strategy and Development Plan (CSDP).

As a result of deletion of previous SPDs following adoption of the CSDP, interim Development Management Planning Guidance is required whilst replacement SPDs are prepared in relation to Development Control Guidelines, Household Alterations and Extensions, and Residential Design.

Alternative options to be considered and recommended to be rejected:

The option to proceed without developing SPDs in relation to Biodiversity and HMOs was considered. There is, however, a requirement in national policy to deliver biodiversity net gains and an SPD provides an appropriate framework to set out how this will be achieved, as well as providing clarity regarding what will be expected as part of the planning application process in relation to biodiversity. Equally, the Council is committed to managing the development of new HMOs within communities across the city and an SPD provides an appropriate framework to facilitate the required level of management.

The option to proceed to adoption of the SSGA and Planning Obligations SPDs on the strength of previous consultation, without a further round being undertaken, was considered. Due to the passage of time since the last round of consultation on these two documents, the significant changes in national policy and legislation regarding planning obligations published since the last round of consultation, and material changes to the relevant policies within the CSDP it is considered more appropriate to update these and carry out a final round of consultation.

The option not to publish interim planning guidance for Development Management ahead of developing replacement SPDs was also considered. However, it was considered that this could create uncertainty from a planning policy perspective both for applicants and for those responsible for determining planning applications in the interim period.

Impacts analysed;

Equality **Privacy** **Sustainability** **Crime and Disorder**

The SPDs will support and provide guidance on a number of planning matters, which will be of benefit to a wide range of interest groups.

An Equality Impact Assessment has been undertaken for the SPDs. In addition, as part of the preparation of the CSDP, which these documents supplement, an Equalities Impact Assessment and Sustainability Appraisal was undertaken.

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**

SUPPLEMENTARY PLANNING DOCUMENTS**Executive Director of City Development****1. Purpose of the Report**

- 1.1 The purpose of this report is to seek Cabinet approval to undertake consultation on draft Supplementary Planning Documents (SPDs) covering the South Sunderland Growth Area and Planning Obligations, and draft Scoping Reports for SPDs in relation to Biodiversity, and Homes in Multiple Occupation (HMOs).
- 1.2 The report also seeks Cabinet approval of interim Development Management Planning Guidance, whilst new SPDs are prepared to replace aspects of planning guidance previously set out within the Development Control Guidelines, Household Alterations and Extensions SPD and Residential Design Guide SPD.

2. Description of Decision (Recommendations)

- 2.1 It is recommended that Cabinet approves for public consultation the draft South Sunderland Growth Area (SSGA) and draft Planning Obligations SPDs and the draft Scoping Reports for SPDs in relation to Biodiversity and HMOs. It is also recommended that Cabinet approves interim Development Management Planning Guidance for use until replacement SPDs are prepared.

3. Background

- 3.1 *On 29th January 2020, the Council approved the Core Strategy and Development Plan (CSDP) for adoption. The CSDP was subsequently adopted by the Council on 30th January 2020 and now forms part of the adopted Development Plan for the city.*
- 3.2 In addition to the adopted Development Plan, the preparation of SPDs offer the opportunity to provide detailed planning guidance building upon policies within the adopted Development Plan. The guidance contained within an SPD will be a material planning consideration when determining relevant planning applications.
- 3.3 The CSDP identifies a number of areas where SPDs will be adopted. This includes the SSGA and Planning Obligations. In addition, the Council proposes to develop SPDs to guide development of HMOs and to help ensure achievement of biodiversity net gains as required by national policy.
- 3.4 The Council has therefore prepared a number of SPDs to provide planning guidance to support the delivery of policies within the CSDP.

- 3.5 In addition, SPDs which were linked to the Unitary Development Plan in relation to Development Control Guidelines, Household Alterations and Extensions, and Residential Design will be replaced by updated SPDs as necessary. The aspects of the guidance which it is intended to retain prior to development of the new SPDs within the interim Development Management Guidance are appended to this report (Appendix 7).

4. Current Position

4.1 SSGA SPD

- 4.1.1 The SSGA SPD has been prepared to support the delivery of a new sustainable community within the Ryhope and Doxford area of the city and ensure that the development comes forward in a comprehensive and coordinated way taking account of the cumulative impacts of development, whilst ensuring environmental protection.
- 4.1.2 The SSGA will provide planning guidance, building upon the allocation made for a new high quality, vibrant and distinctive neighbourhood through Policy SS6 of the CSDP.
- 4.1.3 Preparation of the SSGA SPD has been underway for some time. Approval was given by Cabinet in January 2016 to undertake public consultation on the SPD, which was undertaken in August 2017 alongside consultation on the Draft CSDP.
- 4.1.4 Due to the passage of time since the previous consultation, in order to make changes in response to the previous round of consultation and to reflect changes on the ground since this consultation took place, it is considered necessary to undertake a final round of consultation on the revised document. Following this final consultation the document will be updated as necessary to reflect responses received, prior to being brought back to Cabinet to seek approval for its adoption.
- 4.1.5 The Draft SSGA SPD on which it is proposed to consult is attached at Appendix 1. This has been developed with full consideration to the responses received at the initial consultation stage which are set out at Appendix 2.

4.2 Planning Obligations SPD

- 4.2.1 The Planning Obligations SPD will provide the mechanism to calculate developer contributions for new infrastructure required as a result of development. It will support Policy ID2 of the CSDP by providing the detail of when planning obligations will be sought, how contributions will be calculated and how viability will be taken into consideration on an application basis.

- 4.2.2 The Planning Obligations SPD aims to provide transparency for developers in the development process. It sets out the types of planning contributions expected from a development and the methodology used by the Council to calculate contributions. The SPD will equip developers with the tools to factor in planning contributions when appraising development opportunities at the outset. This will facilitate smooth submission of planning applications to the Council and will result in reductions in officer time liaising with developers to determine contributions.
- 4.2.3 Preparation of the Planning Obligations SPD has also been underway for some time. A first round of public consultation took place on the Planning Obligations SPD Scoping Report alongside consultation on the Draft CSDP in August 2017. Following this a further round of consultation was undertaken on a Draft Planning Obligations SPD in June 2018, alongside consultation on the Publication Draft CSDP.
- 4.2.4 Due to the passage of time since the previous consultation, in order to make changes in response to the previous round of consultation and to reflect changes in national planning guidance and legislation since, it is considered necessary to undertake a final round of consultation on the revised document. Following this final consultation the document will be updated as necessary to reflect responses received, prior to being brought back to Cabinet to seek approval for its adoption.
- 4.2.5 The Draft Planning Obligations SPD on which it is proposed to consult is attached at Appendix 3. This has been developed with full consideration to the responses received at the initial consultation stages which are set out at Appendix 4.

4.3 Biodiversity SPD

- 4.3.1 The Biodiversity SPD seeks to build upon Policy NE2 of the CSDP by providing certainty to applicants about what is required to comply with the new Policy as well as guidance, best-practice and strategies through which this can be delivered. In particular, the SPD will seek to establish how the Council will seek to deliver biodiversity net gains through new development, as required by the revised National Planning Policy Framework.
- 4.3.2 The Scoping Report represents the first stage of the process and sets out options regarding the potential scope of the SPD, including the following:
- Hierarchy of designated ecological sites, species and habitats;
 - Definition and approach to achieving biodiversity net-gain;
 - The ecological mitigation hierarchy;
 - Wildlife corridors;
 - Design; and
 - Mitigation, management and monitoring.

- 4.3.4 In addition to the above, the SPD could include other criteria relevant to biodiversity. The Scoping Report offers an opportunity to establish the principles of what the SPD could contain.
- 4.3.5 The Draft Biodiversity SPD Scoping Report on which it is proposed to consult is attached at Appendix 5.
- 4.4 HMO SPD
- 4.4.1 The intention to prepare an HMO SPD, stems from known problems of high concentrations of HMOs in certain areas of the city which can lead to negative impacts for their host communities. Such negative consequences can include: anti-social behaviour, disturbance, imbalanced communities, impacts on the streetscape, pressure on parking provision, increased crime and otherwise changes associated with the impact on the character and vibrancy of neighbourhoods.
- 4.4.2 It is acknowledged, however, that HMOs can play a role in a sustainable housing market, as a sub component in the growing private rental tenure. It is also acknowledged that trends in the housing market are making it increasingly difficult, especially for low-income and single person households, to find suitable accommodation that meets their own needs and preferences. There is therefore a role for HMOs within the overall housing mix.
- 4.4.3 Notwithstanding the above, it is clear that the development of HMOs needs to be managed carefully. It is in this regard that the planning guidance, which would be contained within the proposed SPD, would provide an additional tool to manage the development of HMOs.
- 4.4.4 The proposed planning guidance that will be contained with the SPD would link to Policy H6 of the Sunderland CSDP, which sets out the policy for Homes in Multiple Occupation.
- 4.4.5 The Scoping Report represents the first stage of the process and sets out options regarding the potential scope of the SPD. The scoping report seeks public engagement regarding what the SPD could cover, including:
- The Definition of Locality;
 - The Definition of Over Concentration
 - Clustering of HMOs
 - Large HMO guidance; and
 - Extensions to Existing HMOs.
- 4.4.6 In addition to the above, the SPD could include other criteria relevant to the development of HMOs. The Scoping Report offers an opportunity to establish the principles of what the SPD could contain.

- 4.4.7 The Draft HMO SPD Scoping Report on which it is proposed to consult is attached at Appendix 6.
- 4.5 It is proposed to coordinate consultation into one overall exercise for all four SPDs covered in sections 4.1 to 4.4 above.
- 4.6 Development Management Guidance
- 4.6.1 As reported to Cabinet in January 2020, upon adoption of the CSDP a number of supplementary planning guidance documents were deleted as they related to previous Unitary Development Plan policies. In addition to the proposals set out in sections 4.1 to 4.4, the Council intends to prepare new SPDs in relation to householder applications to replace the guidance previously contained within the Development Control Guidelines, Household Alterations and Extensions SPD and Residential Design Guide SPD.
- 4.6.3 As an interim measure, the Council has extracted the relevant paragraphs from the previous guidance and linked these to the replacement policies within the CSDP. This is set out within the appended Development Management Planning Guidance (Appendix 7).
- 4.6.4 The interim Development Management Planning Guidance sets out the scope which it is anticipated that the replacement SPDs will cover and, subject to Cabinet approval, should be given due weight in the consideration of relevant planning applications until the replacement SPDs are developed.
- 4.6.5 The replacement SPDs will be prepared in accordance with the Town and Country Planning (Local Planning) (England) Regulations 2012 and will be subject to public consultation subject to Cabinet approval.

5. Reasons for the Decision

- 5.1 The decision is required to allow public consultation to be undertaken on the SPDs in accordance with Regulations 12 & 13 of the Town and Country Planning (Local Planning) (England) Regulations 2012 (the 2012).
- 5.2 The SPDs will provide guidance for developers and decision makers on specific planning matters, building upon the policies contained within the Core Strategy and Development Plan (CSDP).
- 5.3 As a result of deletion of previous SPDs following adoption of the CSDP, interim Development Management Planning Guidance is required whilst replacement SPDs are prepared in relation to Development Control Guidelines, Household Alterations and Extensions, and Residential Design.

6. Alternative Options

- 6.1 The option to proceed without developing SPDs in relation to Biodiversity and HMOs was considered. There is, however, a requirement in national policy to deliver biodiversity net gains and an SPD provides an appropriate framework to set out how this will be achieved, as well as providing clarity regarding what will be expected as part of the planning application process in relation to biodiversity. Equally, the Council is committed to managing the development of new HMOs within communities across the city and an SPD provides an appropriate framework to facilitate the required level of management.
- 6.2 The option to proceed to adoption of the SSGA and Planning Obligations SPDs on the strength of previous consultation, without a further round being undertaken, was considered. Due to the passage of time since the last round of consultation on these two documents, the significant changes in national policy and legislation regarding planning obligations published since the last round of consultation, and material changes to the relevant policies within the CSDP it is considered more appropriate to update these and carry out a final round of consultation.
- 6.3 The option not to publish interim planning guidance for Development Management ahead of developing replacement SPDs was also considered. However, it was considered that this could create uncertainty from a planning policy perspective both for applicants and for those responsible for determining planning applications in the interim period.

7. Impact Analysis

- (a) **Equalities** – An Equalities Impact Assessment has been undertaken for the SPDs. As part of the preparation of the CSDP an Equalities Impact Assessment was also undertaken.
- (b) **Sustainability** – As part of the preparation of the CSDP an Sustainability Appraisal was undertaken at all stages
- (c) **Reduction of Crime and Disorder – Community Cohesion/Social Inclusion** – The SSGA SPD seeks to ensure a comprehensively designed new residential area which will have positive benefits in terms of community cohesion. The HMO SPD seeks to improve community cohesion by carefully managing the development of new HMOs within the city.

8. Other Relevant Considerations/Consultations

- (i) **Financial Implications** – The costs of the consultation will be met through existing Planning Policy budgets.
- (ii) **Risk Analysis** – It is not considered that a risk analysis is necessary.

- (iii) **Legal Implications** – It is not considered that there would be any legal implications.
- (iv) **Policy Implications** – The SPDs would provide new planning policy guidance which would be a material planning consideration in the determination of planning applications for planning contributions.
- (v) **Implications for Other Services** – The SPDs would be used in the determination of planning applications and therefore would not have any direct implications for Other Services. However, other services which have an interest in the respective SPDs including Housing Strategy, Education, Highways, Ecology, Leisure Services, Development Management and Licensing have been consulted during the preparation of the respective SPDs and Scoping reports.
- (vi) **The Public/External Bodies** – The Cabinet report seeks Cabinet approval to undertake a 4 week public consultation on the SPDs and Scoping reports.
- (vii) **Project Management Methodology** – N/A
- (viii) **Procurement** – N/A

9. Background Papers

- 9.1 As part of the preparation of the SSGA and Planning Obligations SPDs, the Council has prepared a Report of Consultation which sets out how the previous rounds of consultation have been undertaken, summarises the responses received and sets out how these have been taken into consideration when preparing the revised documents. A copy of each Report of Consultation is appended to this report at Appendix 4 and 6 respectively.

10. List of Appendices

- Appendix 1 Draft South Sunderland Growth Area SPD
- Appendix 2 Draft South Sunderland Growth Area SPD Report of Consultation
- Appendix 3 Draft Planning Obligations SPD
- Appendix 4 Draft Planning Obligations SPD Report of Consultation
- Appendix 5 Draft Biodiversity SPD Scoping Report
- Appendix 6 Draft Homes in Multiple Occupation SPD Scoping Report
- Appendix 7 Interim Development Management Planning Guidance

Copies of the bundle of appendices are available in the Members' Rooms and online at

<https://www.sunderland.gov.uk/committees/cm5/Meetings/tabid/73/ctl/ViewMeetingPublic/mid/410/Meeting/9962/Committee/1953/Default.aspx>

REPORT OF THE ASSISTANT DIRECTOR OF ECONOMIC REGENERATION**BUSINESS CENTRES OVERVIEW – PROGRESS REPORT****1. Purpose of the report**

- 1.1 To provide a progress report on Evolve Business Centre, Sunderland Software Centre and Washington Business Centre, including an update on latest developments in relation to strengthening the business centre offer and building on the achievements to date.
- 1.2 The report follows previous reports to Scrutiny Committee, the latest of which was for the meeting held on 18 November 2018. Prior to 2018, reports primarily focused on the number and nature of businesses choosing to locate within the centres, however later reports have focused primarily on finance and occupancy.
- 1.3 This report provides background on the context within which the Business Centres are operated in Section 2, gives an overview of each of the Centres in Section 3, sets out the financial and occupancy position in relation to each of the Centres in Section 4. It then summarises the work which has been progressed in relation to maximising income and reducing expenditure in Section 5 before covering the wider economic impact of the centres in Section 6. Section 7 summarises work which has begun as part of new arrangements which have been put in place to help identify and enable further improvements. The report ends with a short conclusion in Section 8.

2. Background

- 2.1 Sunderland City Council has three business centres which are managed by the Business Investment Team. These are Evolve Business Centre, Sunderland Software Centre and Washington Business Centre.
- 2.2 The centres provide more than just office, workshop and hybrid accommodation. They are striving to bring added value to the working experience by providing a vibrant environment for tenants to work in, which facilitates collaboration and cross fertilisation by providing business, networking and socialising opportunities. This work is being taken forward by the Business Investment Team as part of the Council's investment in business growth in the city to provide a high-quality service for businesses in key sectors in the centres, to stimulate growth through the provision of an environment in which businesses can thrive coupled with related support and advice.
- 2.3 The business centres developed by Sunderland City Council to promote the diversification of the local economy are competing with a growing range of

comparable facilities throughout the region as well as within the city itself. New and expanding enterprises have a wide choice of high-quality accommodation at different locations. Competition is particularly strong from Newcastle-Gateshead, recognising the main regional centre's historic role as the principal focus of office-based business activity in the North East, and the efforts of public agencies to attract leading-edge digital and emerging technology enterprises.

- 2.4 Newcastle Helix (previously known as Science Central) is home to a range of facilities, including The Core, which offers incubation space for science and technology businesses, and the Lumen which has 107,639 square feet of office and incubation space, with the emphasis on fostering collaboration between anchor tenants and co-located emerging enterprises.
- 2.5 The Baltic Business Quarter in Gateshead is similarly home to a number of buildings, including the Northern Design Centre, which offers space for companies engaged in digital design, and hosts the North East & Tees Valley Immersive Technology Lab. Also, on Baltic, Baltimore House provides workspace for digital technology companies, and is home to the VRTGO labs (the virtual & augmented reality centre of excellence for the region). The most recent addition to the Baltic is PROTO, which is a new centre for businesses engaged in digital and emerging technology, with advanced R&D facilities for companies.
- 2.6 Within Sunderland itself, for example we have the North East Business Innovation Centre with its two locations, the University of Sunderland's facilities at Hope Street Xchange and St Peter's Gate, as well as the new private sector offering at St Thomas Street in the city centre.
- 2.7 Against this backdrop, it is more important than ever that our business centres retain their competitive edge, not only as a basis for attracting additional occupiers but also to retain existing tenants which, due to the nature of the tech sector, are highly mobile.

3. Overview of Business Centres

- 3.1 This section gives a brief overview of each of the centres.
- 3.2 Evolve Business Centre was completed in 2006, a £10m investment, part funded by the European Regional Development Fund (ERDF). It provides 32,000 square feet of high-quality accommodation including incubator space for small firms, with scope to accommodate companies in a range of office sizes to meet the needs of individual businesses. Office sizes currently range from 180 to 4,048 square feet.
- 3.3 Sunderland Software Centre was completed in 2012, a £9m investment, part funded with resources from ERDF. It provides 37,582 square feet of high-quality incubator hub with scope to accommodate companies in offices that range from 130 to 2,027 square feet. Flexible terms can be provided for

tenants enabling them to grow and move into bigger offices and potentially to then consider their own stand-alone accommodation

- 3.4 Washington Business Centre was completed in 2014, a £6m investment funded by the Working Neighbourhood Fund (WNF), and ERDF. It provides 42,557 square feet of high-quality accommodation including 13 workshops, seven hybrids and 24 offices. Workshops range from 735 to 1,639 square feet, hybrids from 190 to 1,394 square feet and offices from 496 to 1,398 square feet; providing a flexible approach related to individual company needs.

4 Financial and Occupancy Information

- 4.1 This section sets out the financial and occupancy information in respect of each centre.
- 4.2 It is important to note that, reflecting the Council's experience with Evolve, it was recognised at the time the Software Centre was built that business centres take a period of time to reach full occupancy. A reserve was therefore set aside at this stage to meet shortfalls in income and to smooth the impact of under occupancy during this period as part of the Council's investment in business growth, and this provision continues to meet what is required.
- 4.3 The budget for the running costs of Evolve in 2019/20 is £540,596. The budgeted income from rent and service charges from businesses and room hire is £700,082. The year-end position for 2018/19 required the use of £174,975 of the allocated reserve. This was due to significant re-modelling after a large company vacated the building with a loss of income while the work was being undertaken. In addition to re-purposing the office accommodation, a number of improvements have been needed including, installation of a new electric car charging point and replacement of the old 'end of life' Wi-Fi infrastructure with a newer, faster system. Facilities in the toilets needed replacing together with work to the staircase balustrades and fencing of the outside pond. Maintenance costs for Evolve tend to rise year on year as the building ages, in order to maintain or replace things that have reached the end of their economic life or have broken down. 2019/20 has seen significant investment in upgrading the ICT in the centre, refurbishing tenant accommodation to enable it to be re-let to new tenants, replacing original furniture, carpets and blinds, which had worn out. We have also had an electronic sign-in system installed to improve the welcome experience visitors to the centre receive.
- 4.4 Occupancy at Evolve Business Centre at year-end 2018/19 was 95% and stands at 95% again at the end of January 2020. Occupancy remains strong despite some larger companies moving out during this period, balanced out in time by others moving in. There are 44 private sector companies located at Evolve, with a small waiting list for office spaces at the centre.
- 4.5 The budget for the running costs of the Software Centre in 2019/20 is £614,571. The budgeted income from rent and service charges from

businesses and room hire is £392,208. The year-end position for 2018/19 required the use of £18,460 of the allocated reserve, to cover major repairs which needed to be undertaken following a sustained period of leaking water from the roof, including repairs to the roof itself, internal decoration and replacement carpets. Maintenance costs have increased as the centre gets older, and in 2019/20 we have invested in painting the communal ground floor areas in order to ensure the Software Centre remains fresh and vibrant. As at Evolve, we have also had an electronic sign-in system installed to improve the welcome experience for visitors to the centre.

- 4.6 Occupancy at the Software Centre at year end 2018/19 was 60% and stands at 74% at the end of January 2020. This has been a strong period of growth in occupancy at the centre, with the Software Centre currently at its highest occupancy level to date. There are 29 private sector companies located in the centre, occupancy has steadily increased since the last report, and we have a strong pipeline of prospective tenants. Marketing and social media activity are both key to continuing to raise the profile of the centre and to generating a sense of vibrancy and community among companies within the centre which has proved to be a key element in supporting and enabling business growth. The year-end target for 2019/20 is 80%, increased from 75% from 2018/19.
- 4.7 The budget for the running costs of Washington Business Centre in 2019/20 is £294,809. The budgeted income from rent and service charges from businesses and room hire is £341,334. The year-end position for 2018/19 required the use of £46,747 of the allocated reserve. The 2018/19 year has required additional staffing in order to improve the service offered to tenants and visitors, and to adjust for increased occupancy, as well as an increase in maintenance costs as the centre ages. The 2019/20 year has again required more maintenance expenditure as things start to wear out. We have invested in new furniture for the reception area, an electronic sign-in visitor system and electronic notice boards to ensure the centre offers a professional welcome, and feels modern and attractive to visitors, prospective tenants and tenants alike.
- 4.8 Occupancy levels at Washington Business Centre at year end 2018/19 were 68% and stand at 66% at the end of January 2020. There are 24 private sector companies located in the centre. Occupancy fell as one company relocated their training academy from the centre to integrate it within their main premises, leaving the centre's three largest workshops vacant. Historically demand for hybrid and workshop space at Washington Business Centre has been particularly high and there is a strong pipeline of enquiries currently. The year-end occupancy target for 2019/20 is 75%, increased from 70% from 2018/19.

5. Approaches to reducing expenditure and increasing income

5.1 We have continued to implement a proactive response to increasing income and reducing expenditure in all of the centres and are increasingly moving to manage the financial position collectively across all three centres with greater collaboration, which should realise greater efficiencies. Examples of the proactive approaches being taken are detailed below, some cover all centres, others are relevant to just one centre.

5.2 Reducing expenditure

5.2.1 Each centre budget is closely scrutinised to ensure that they are as efficient as can be and to ensure potential areas for savings are identified and explored.

5.2.2 Evolve and Sunderland Software Centre have both had inefficient lighting replaced with LED lighting and Washington Business Centre will also have the same work done shortly. This will reduce our energy costs.

5.2.3 We will implement an enhanced ICT solution with a reduced overall cost for all of the centres from the new financial year. A short haul data service (SHDS) link will be installed which will enable all of the centres to benefit from increased and better-managed bandwidth, yet will reduce our costs as we will pay less rental fees to BT.

5.2.4 Centre management responsibilities for the Software Centre and Washington Business Centre continue to be covered collectively as a recurrent year on year salary cost saving.

5.2.5 The reception arrangements for the Software Centre, currently provided by ISS security as part of a Council-wide service on a 24/7, 365 day basis, have been looked at, within the context of maximising the tenant and visitor experience whilst ensuring the appropriate level of assurance. From April 2020, day-time security will therefore now be replaced by a front of house Council employee role, resulting in savings of around £6,000. We will then look to establish whether the retained security arrangements could be reorganised. Any changes would be looked at on a staged basis taking all factors into consideration but, as an example, for a reduction in two hours of week day security staff cover routinely provided on-site we could save approximately £6,640.00 per annum.

5.3 Increasing income

5.3.1 Our new room booking system which allows individual centres to see the room availability across all three centres has assisted in offering more choice to those clients seeking facilities hire, and has helped to keep room hire business within the centres. If an enquiry is made to one centre but cannot be accommodated the booking information is being shared between the centres to seek to provide an alternative solution.

- 5.3.2 Promotions of Evolve's offer for meeting rooms and conference facilities will be strengthened to ensure that awareness of what the centre has to offer remains high. Marketing of the centre is currently taken forward as part of MAKE It Sunderland, and work will continue to be developed on an ongoing basis to ensure Evolve remains visible as a vibrant place to work or meet.
- 5.3.3 The Software Centre's offer for meeting rooms now includes twilight sessions and is also available at weekends in order to increase potential rental income.
- 5.3.4 The Software Centre gathers and disseminates information to tenants on events being held within the centre as well as delivering events itself. This is to increase vibrancy within the centre and showcase the centre to prospective new tenants.
- 5.3.5 Flexibility in the way office space is let at the Software Centre and Washington Business Centre also ensures that we can meet the varying needs of tenants, for example staged occupancy is offered on larger rooms. Given that room sizes cannot be adjusted structurally in these two centres, as it can be at Evolve, this flexibility allows support for business growth and frees up smaller rooms which can be then be re-let to earlier stage businesses.
- 5.3.6 We have introduced a customised package of support to prospective new tenants in the Software Centre to assist in breaking down some of the barriers to taking a tenancy. This covers support to mitigate the impact of purchasing parking permits in Tatham Street car park and an enhanced marketing package to companies who take space in the Software Centre.

5.4 Marketing and Promotion

- 5.4.1 Marketing and promotion going forward will become more focused with the development of new stand-alone websites for each of the Centres (as referenced above in 5.3.2 re Evolve) and a more proactive approach to promotion via social media, for example using Twitter and LinkedIn platforms. This fits the software and technology target market we are seeking to engage with and is designed to increase uptake, occupancy and therefore income.
- 5.4.2 At Washington Business Centre the focus will be on companies from across a number of sectors and stages of growth. With workshops and hybrids in high demand, the emphasis is on appealing to potential office tenants, particularly on engineering / advanced manufacturing firms who may locate on the International Advanced Manufacturing Park (IAMP) and could potentially use the centre as an interim base.
- 5.4.3 At Sunderland Software Centre the focus continues to be marketing the larger offices, meeting rooms and conference facilities. This is to ensure that awareness of what the centre has to offer remains at the forefront, together with the co-located support from the Business Investment Team, Sunderland Software City and the Digital Catapult North East & Tees Valley (NETV).

6 Wider Economic Impact

- 6.1 As set out in section 4, the centres are home collectively to 97 private sector companies. There are a broad range of examples of how many of these businesses within the centres have been supported to establish themselves, thrive and grow, with details of expansion and job growth included in paragraphs 6.4 to 6.6 below. This includes businesses capturing the commercial opportunities which can arise through co-location with potential customers, both in the centre where they are based and increasingly across the centres. In this way, the businesses centres continue to contribute to the achievement of the Council's business investment and wider economic development objectives.
- 6.2 In addition, there continue to be positive stories demonstrating how we have supported companies to find the most suitable business accommodation, within our other business centres or elsewhere in Sunderland, for their growing or changing needs. Although this can represent a challenge for occupancy levels, this does align with the purpose of the centres to support businesses both to start up and grow.
- 6.3 For example, two companies moved from Sunderland Software Centre and relocated to Washington Business Centre as the accommodation was more suited to their business needs. We have also had a company move from Washington Business Centre into their own refurbished accommodation (unfortunately into a neighbouring authority) but owning their own accommodation had always been their long-term aspiration. Similarly, we know we will have a company move from Sunderland Software Centre into their own refurbished accommodation in the city centre in 2020, again in line with their long-term aspirations linked to growth of the business. We have also unfortunately lost a few companies from Evolve to accommodation outside of Sunderland. This reflects the extent of the competitive market within which we are operating, as highlighted in section 2 of this report. On a more positive note we have also attracted companies from within the region and within Sunderland into our business centres, bringing jobs with them, and have supported our existing businesses to grow within our centres creating new jobs as illustrated below.
- 6.4 At Sunderland Software Centre, since the last report in November 2018:
- seven of the existing companies within the centre have grown and taken on more or bigger offices creating 47 new jobs
 - five established companies have relocated to the centre bringing 22 jobs, and
 - five new companies have been established in the centre creating 16 new jobs.
- 6.5 At Evolve, since the last report in November 2018:
- six existing companies have grown and taken on more or bigger office space creating 41 new jobs, and
 - four new companies have been established in the centre creating 15 new jobs.

- 6.6 At Washington Business Centre, since the last report in November 2018:
- four existing companies in the centre have taken on more workshop, hybrid or office space creating 11 new jobs
 - four companies have relocated bringing 25 jobs, and
 - six new companies have relocated in the centre creating 26 new jobs.

7 Ongoing improvements

- 7.1 Recognising the contribution which the Business Centres can make in relation to the City Plan, particularly to the goal of More and Better Jobs within Dynamic City, the Council has appointed a business centre specialist (Creative Space Management) to assist the team in developing and implementing a change management plan building on work to date across the three centres. This has the following objectives:
- to provide practical and informed support in relation to HR, marketing, facilities management, customer relationship management, asset management and governance
 - to increase net income
 - to improve the economic impact of the business centres in terms of new jobs and growth businesses supported
 - to establish a collective, strong and informed management team, ensuring they have the resources to deliver these key objectives.
- 7.2 This is a planned two-year programme of work over which time Creative Space Management, working closely with Sunderland City Council, will together implement the change management strategy. This will result in increased income, increased net income, more effective management reporting drawing on good practice elsewhere, a knowledgeable, well trained and informed collective business centres team, and a more empowered approach to day to day management where centre managers are able to more flexibly control every aspect of the day to day management of the centres.

8 Conclusion

- 8.1 The business centres were established to be a significant driver in attracting new businesses, from several of the Council's priority sectors - software and technology, manufacturing, and low carbon - and supporting them to grow. They provide bespoke accommodation coupled with the flexibility and support that the council's Business Investment Team can provide. There are a broad range of examples of how businesses within the centres have been supported to establish themselves, thrive and grow with specific information on business growth and job creation in section 6. The businesses centres continue to contribute to the achievement of the Council's business investment and economic development objectives.
- 8.2 It is widely recognised that new business accommodation takes time to reach full occupancy, and within that timeframe occupancy levels can go through periods of rise and decline. Starting a small business is a significant undertaking and not all new companies are able to establish themselves, with

key challenges in the early years. The challenge for the business centres is not only in increasing occupancy but working with companies to ensure that they are supported and given the best chance of thriving and surviving.

- 8.3 The centres, in addition to their contribution to economic development objectives, provide important assets for the council with a collective value, based on build costs, of £28m investment. Funding from the European Regional Development Fund was equivalent to half of this total.
- 8.4 Ensuring the Centres are well-run and maintained to a high standard (while they each get older and require increased maintenance costs), as well as balancing this to ensure value for money, is an on-going challenge. The market in which they are operating is increasingly competitive as new business accommodation is built within the region and this, together with their remit as an economic development tool, influences the levels of rent that can be charged. We will continue to focus on the most effective means to support Sunderland's business community through our centres as part of our overall approach to encouraging business growth.
- 8.5 It is acknowledged, however, that while significant progress is being made there is still room to do more. Hence the approach we have taken as the next stage, in appointing Creative Space Management to support us in ensuring the centres reach maximum occupancy and move to become economically self-sufficient, while continuing to fulfil their economic development objectives.

9. Recommendations

- 9.1 The Scrutiny Committee is asked to note the information included in this report, and to consider and comment on the contents.

10 Glossary

None

11 Background Papers

None

Item 6

ECONOMIC PROSPERITY SCRUTINY COMMITTEE

11 FEBRUARY 2020

ANNUAL WORK PROGRAMME 2019-20

REPORT OF THE SCRUTINY AND MEMBERS' SUPPORT CO- ORDINATOR

1. Purpose of the Report

- 1.1 The report sets out the current work programme of the Committee for the 2019-20 municipal year.

2. Background

- 2.1 The work programme is designed to set out the key issues to be addressed by the Committee during the year and provide it with a timetable of work. The Committee itself is responsible for setting its own work programme, subject to the coordinating role of the Scrutiny Coordinating Committee.
- 2.2 The work programme is intended to be a working document which Committee can develop throughout the year, allowing it to maintain an overview of work planned and undertaken during the Council year.
- 2.3 In order to ensure that the Committee can undertake all of its business and respond to emerging issues, there will be scope for additional meetings or visits not detailed in the work programme.
- 2.4 In delivering its work programme the Committee will support the Council in achieving its corporate outcomes

3. Current position

- 3.1 The current work programme is attached as an appendix to this report.

4. Conclusion

- 4.1 The work programme is intended to be a flexible mechanism for managing the work of the Committee in 2019-20.

5 Recommendation

- 5.1 That Members note the information contained in the work programme.

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James.diamond@sunderland.gov.uk

ECONOMIC PROSPERITY SCRUTINY COMMITTEE –WORK PROGRAMME 2019-20

REASON FOR INCLUSION	11 JUNE 19	9 JULY 19	10 SEPTEMBER 19	8 OCTOBER 19	5 NOVEMBER 19	3 DECEMBER 19	14 JANUARY 20	11 FEBRUARY 20	10 MARCH 20	7 APRIL 20
Policy Framework/ Cabinet Referrals and Responses						Coastal Communities Round 5 Project (Dan Hattle)	Food Law Report (Marion Dixon) Local Plan – Core Strategy (Louise Sloan)	Supplementary Planning Documents (Louise Sloan)		
Scrutiny Business	Remit and Work Programme of Committee Sunderland Cultural Strategy (Rebecca Ball)	Private Sector Housing Enforcement Policy (Marion Dixon) Cross Border Taxi Licensing Enforcement (Marion Dixon)	Siglion Update (Jon Ritchie/Peter McIntyre)	Sunderland Business Improvement District (Sharon Appleby)	Industrial Strategy (Richard Baker/Vince Taylor)	North East England Chamber of Commerce (Jonathan Walker)		Business Centres (Catherine Auld)	Visit to CESAM Public Space Protection Orders (Michelle Coates) Major Events (Victoria French) Housing Strategy - Update (Julie Wearmouth)	Annual Report (Jim Diamond) Siglion Update (Peter McIntyre) International Advanced Manufacturing Park/ Sunderland Strategic Transport Corridor – Update (Mark Jackson) Sunderland Rail Station – Update (Mark Jackson)
Performance / Service Improvement										
Consultation Information and Awareness Raising	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19	Notice of Key Decisions Work Programme 18-19

Northumbria Road Safety Partnership (Paul Lewins)
 Recycling/Enforcement – Public Engagement (Colin Curtis)
 International Strategy (Catherine Auld)

Item 7

ECONOMIC PROSPERITY SCRUTINY COMMITTEE

11 FEBRUARY 2020

NOTICE OF KEY DECISIONS

REPORT OF THE SCRUTINY AND MEMBERS SUPPORT CO-ORDINATOR

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.

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 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 or relevant Scrutiny Panel 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 at the Scrutiny Committee meeting.

5. BACKGROUND PAPERS

- Cabinet Agenda

Contact Officer : Jim Diamond, Scrutiny Officer
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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
191212/429	To consider the recommendations of the Health and Wellbeing Scrutiny Committee following a scrutiny review into oral health.	Cabinet	Y	During the period 14 January to 30 March 2020.	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
191212/437	To consider the response to be made to any notification given by Durham County Council under section 88K Water Industry Act 1991 regarding a proposal for variation of an existing community water fluoridation scheme to include the City of Sunderland area.	Cabinet	Y	During the period 14 January to 30 March 2020.	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
190813/380	To seek approval to develop a strategic framework and action plan to enable the development of more resilient communities, including a more vibrant Social Enterprise sector.	Cabinet	Y	During the period 11 February to 30 March 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
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 24 March to 30 April 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 11 February to 31 March 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
191009/412	To approve the funding for specialist and move on accommodation for people with mental health needs with Home Group.	Cabinet	Y	During the period from 11 February to 30 March 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
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 11 February to 31 March 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

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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 11 February to 30 April 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
191008/409	To approve the disposal of the former Gillbridge Police Station, Sunderland.	Cabinet	Y	11 February 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

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191024/417	To seek approval for the City Council to enter into a partnership arrangement to establish a new Voluntary Community Sector Infrastructure Support Service for Sunderland	Cabinet	Y	11 February 2020	N	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
191105/421	To approve Sunderland's Empty Homes Strategy.	Cabinet	Y	11 February 2019	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
191219/440	To procure and award a contract to design, manufacture and install pontoons at Manor Quay.	Cabinet	Yes	11 February 2020	No	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

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191105/424	To authorise consultation on draft Supplementary Planning Documents in relation to South Sunderland Growth Area, Planning Obligations, Homes in Multiple Occupation and Biodiversity.	Cabinet	Y	11 February 2020	N	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200108/443	To approve for recommendation to Council, the Capital Programme 2020/2021 and Treasury Management Policy and Strategy 2020/2021 including Prudential Indicators for 2020/2021.	Cabinet	Y	11 February 2020	N	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200108/444	To approve for recommendation to Council, the Revenue Budget and Proposed Council Tax for 2020/2021 and Medium Term Financial Plan 2020/2021 to 2023/2024.	Cabinet	Y	11 February 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
200108/445	To approve for recommendation to Council, the Collection Fund 2019/2020.	Cabinet	Y	11 February 2020	N	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200108/446	To approve a contract for Stonehill Wall Repairs (NC054) 2020/21 at the Port of Sunderland.	Cabinet	Y	11 February 2020	N	Not applicable.	Cabinet Report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
191213/439	To approve the updated business plan for Siglion LLP and related matters.	Cabinet	Y	During the period from 11 February to 30 March 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

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191205/428	To agree Sunderland's Housing Delivery and Investment Plan	Cabinet	Y	24 March 2020	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
191220/441	To approve the Five Neighbourhood Investment Plans	Cabinet	Y	24 March 2020	N	Not applicable	Cabinet report Investment Plans	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk
200107/442	To consider the continuation of integrated delivery of vision screening for children aged 4-5 year alongside the local delivery of ophthalmology services.	Cabinet	Y	24 March 2020	N	Not applicable.	Cabinet report	Governance Services Civic Centre PO BOX 100 Sunderland SR2 7DN committees@sunderland.gov.uk

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200110/447	To authorise Sunderland City Council's participation in the ERDF North East Business and Innovation Growth Fund project led by Gateshead Council. This will involve obtaining Cabinet approval to enter into a Funding / Partnership Agreement with Gateshead Council should the ERDF grant be secured.	Cabinet	Y	During the period 24 March to 30 June 2020	N	N/A	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

Who will decide;

Cabinet; Councillor Graeme Miller – Leader; Councillor Michael Mordey – Deputy Leader; Councillor Paul Stewart – Cabinet Secretary; Councillor Louise Farthing – Children, Learning and Skills; Councillor Geoffrey Walker – Health and Social Care; Councillor John Kelly – Communities and Culture; Councillor Amy Wilson – Environment and Transport; Councillor Rebecca Atkinson – Housing and Regeneration.

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

13 January 2020