

Public Document Pack



Nottingham
City Council

Nottingham City Council Corporate Scrutiny Committee

Date: Wednesday, 13 September 2023

Time: 10.00 am

Place: Ground Floor Committee Room - Loxley House, Station Street, Nottingham,
NG2 3NG

Councillors are requested to attend the above meeting to transact the following business

Director for Legal and Governance

Governance Officer: Laura Wilson **Direct Dial:** 0115 8764301

- 1 Appointment of Vice Chair**
- 2 Apologies for Absence**
- 3 Declarations of Interest**
- 4 Committee Terms of Reference** 3 - 16
Report of the Statutory Scrutiny Officer
- 5 Work Programme 2023-24** 17 - 50
Report of the Statutory Scrutiny Officer
- 6 Finance Update** 51 - 52
Report of the Statutory Scrutiny Officer
- 7 Improvement and Assurance Board - Instructions Update** 53 - 56
Report of the Statutory Scrutiny Officer
- 8 Future Meeting Dates**
To agree to meeting at 10:00am on the following dates:
11 October 2023, 15 November 2023, 13 December 2023, 14 February
2024 and 13 March 2024

If you need any advice on declaring an interest in any item on the agenda, please contact the Governance Officer shown above, if possible before the day of the meeting

Citizens attending meetings are asked to arrive at least 15 minutes before the start of the meeting to be issued with visitor badges

Citizens are advised that this meeting may be recorded by members of the public. Any recording or reporting on this meeting should take place in accordance with the Council's policy on recording and reporting on public meetings, which is available at www.nottinghamcity.gov.uk. Individuals intending to record the meeting are asked to notify the Governance Officer shown above in advance.

**Corporate Scrutiny Committee
13 September 2023**

Committee Terms of Reference

Report of the Statutory Scrutiny Officer

1 Purpose

- 1.1 To ensure that the Committee has clarity regarding its purpose and objectives, and rules of operation so that it can operate efficiently and effectively contributing to good governance of the Council.

2 Action required

- 2.1 The Committee is asked to note:
- a) its Terms of Reference for municipal year 2023/24;
 - b) that Article 11 (Overview and Scrutiny) of the Constitution sets out the rules within which it must operate; and
 - c) that its operation, and the approach of scrutiny councillors should be in line with the agreed Overview and Scrutiny Protocol.

3 Background information

- 3.1 The Corporate Scrutiny Committee was established by Council as one of the Council's overview and scrutiny committees, specifically to carry out the statutory overview and scrutiny functions in relation to matters relating to the Council's finances and resources such as IT, customer services, commercial strategy, procurement and financial management; and corporate and cross-cutting matters that affect each directorate such as development of and delivery of the Strategic Council Plan, budget, transformation and improvement.
- 3.2 The Terms of Reference for the Committee are attached.
- 3.3 Article 11 (Overview and Scrutiny) of the Constitution sets out the rules within which all of the overview and scrutiny committees must operate, including that:
- a) The core purpose of overview and scrutiny is to contribute to policy development and ensure that the Council's Executive is publicly held to account for its decisions and actions.
 - b) Each scrutiny committee is responsible for developing its own work programme to fulfil its terms of reference and this work programme should be focused on issues of importance to the Council, relevant partners or the city as a whole.
 - c) Scrutiny committees cannot make decisions or overturn the decisions of others but aim to support improvement by making

evidence based reports or recommendations to the Executive and individual Executive members on any of the functions of the Executive and on any matters which affect the city or citizens. The committees can also make recommendations to partner organisations.

- d) In order to collect evidence to support their reports and recommendations, scrutiny committees can require any member of the Executive Board, the Chief Executive and/or any Corporate Director or Director to attend a meeting to discuss any decision they have taken, the extent to which the actions taken implement adopted Council policy, or performance within their remit.
- e) Within two months of receiving a report or recommendation(s) from a scrutiny committee, the Executive is required to consider the report or recommendations; respond to the committee on what action, if any, is to be taken in response to the report or recommendations; and if the report is published, to publish the response.
- f) Scrutiny committees can also invite other individuals and organisations to attend meetings to discuss issues of local concern and/or answer questions, and make reports and recommendations to other individuals and organisations. However, these organisations and individuals are under no obligation to attend or respond to recommendations.
- g) The call in process enables scrutiny committees to examine and make recommendations on a decision made by the Executive that has not yet been implemented.

3.4 Article 11 (Overview and Scrutiny) also sets out the following key principles for how overview and scrutiny should be carried out:

- All overview and scrutiny activity should, as far as possible, be politically neutral.
- All overview and scrutiny recommendations should be based upon evidence which councillors should consider with an open mind.
- All overview and scrutiny activity should be constructive and focussed on improvement.
- Overview and Scrutiny activity should be conducted in public wherever possible.
- All reviews should be conducted fairly with all members of the Committee given the opportunity to ask questions and to contribute and speak.
- Those assisting the Committee by giving evidence should be treated with respect and courtesy.
- Reviews should adhere to the agreed scope, purpose and intended time limit.
- Overview and scrutiny committees should endeavour to reach consensus whenever possible.
- The relationship between the Executive and Scrutiny should be based upon mutual respect for the others' role. Any disputes will be escalated to the Chair of the Corporate Scrutiny Committee and

the Leader for resolution with support from the Monitoring Officer if necessary.

- 3.5 In support of these principles an Overview and Scrutiny Protocol has been developed with input from both the overview and scrutiny function and the Executive. This protocol sets out that ensuring good scrutiny is a whole council responsibility and that scrutiny councillors, the Executive and senior officers all have a role to play in working together to create the right culture and conditions for success.

4 List of attached information

- 4.1 Corporate Scrutiny Committee Terms of Reference
- 4.2 Overview and Scrutiny Protocol

5 Background papers, other than published works or those disclosing exempt or confidential information

- 5.1 None

6 Published documents referred to in compiling this report

- 6.1 Nottingham City Council Constitution

7 Wards affected

- 7.1 All

8 Contact information

- 8.1 Nancy Barnard, Head of Governance and Statutory Scrutiny Officer
nancy.barnard@nottinghamcity.gov.uk

This page is intentionally left blank

Corporate Scrutiny Committee

Terms of Reference

Description

The Corporate Scrutiny Committee (the Committee) is a politically balanced Non-Executive Committee of Council. It is established to discharge functions conferred by the Localism Act 2011 and other relevant legislation in relation to matters relating to the Council's finances and resources such as IT, customer services, commercial strategy, procurement and financial management; and corporate and cross-cutting matters that affect each directorate such as development of and delivery of the Strategic Council Plan, budget, transformation and improvement. The Committee is accountable to Council and will report annually to Council on its activities during the previous year.

The Committee will offer constructive review, feedback and challenge to the Council's Executive and other relevant local decision makers on their decisions, actions, policy, strategy and performance.

Purpose

The purpose of the Corporate Scrutiny Committee is to carry out the following roles for matters relating to finance and resources:

- (a) hold local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
- (b) review existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (c) contribute to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
- (d) explore any matters affecting Nottingham and/ or its citizens
- (e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
- (f) review decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.

Objectives

The Corporate Scrutiny Committee will:

- (a) develop and manage a work programme to ensure all statutory and other roles and responsibilities are fulfilled for matters relating to finance and resources to the required standard and which covers review and development of key strategic issues, policies and strategies relevant to Nottingham and its residents, and which adds value through the examination of issues of local importance and concern, in accordance with the scope and approach set out in Article 11 – Overview and Scrutiny
- (b) to work with the other scrutiny committees to support effective delivery of a co-ordinated overview and scrutiny work programme
- (c) monitor the effectiveness of its work programme and the impact of outcomes from overview and scrutiny activity

- (d) regularly review the decisions, actions and performance of the Council's Executive and other relevant local decision makers, including the Council's group of companies, in order to fulfil its role in holding those decision makers to account. This role will be co-ordinated with those of the Audit Committee and the Companies Governance Executive Committee
- (e) receive petitions in accordance with the Council's Petitions Scheme
- (f) consider any relevant matter referred to it by any of its members and consider any relevant local government matter referred to it by any Nottingham City Councillor.

The Corporate Scrutiny Committee has no decision making powers but has the power to:

- (a) require members of the Council's Executive, and certain other local decision makers, to: provide information to the Committee, to attend meetings, and answer questions posed by the Committee in relation to their Executive role
- (b) invite other persons to attend meetings of the Committee to provide information and/ or answer questions
- (c) make recommendations and provide reports to relevant decision makers, and in particular the Council's Executive, on matters within their remits. The Council's Executive and other relevant decision makers have a duty to respond in writing to such recommendations within two months of receipt.

Further detail on the rules and procedures relating to Overview and Scrutiny, including the Call-in Procedure, can be found in Article 11 – Overview and Scrutiny.

Membership and Chairing

The Corporate Scrutiny Committee has 8 members.

Members of the Executive are excluded from membership of the Committee.

Executive Assistants responsible for assisting on a Portfolio within the remit of this Committee are excluded from membership of the Committee.

The Chair of the Committee will be appointed by Full Council at its Annual General Meeting. The Chair cannot be a Chair of the Board of any of the Council's Group of companies.

The Corporate Scrutiny Committee may choose to appoint co-opted members to the Committee. Voting arrangements for co-optees will be in accordance with the scheme of voting rights for co-opted members of overview and scrutiny committees set out in Article 11 – Overview and Scrutiny.

Substitutes

Substitute members are permitted for this committee.

Quorum

The standard quorum for Council committees applies to this committee.

Frequency of Meetings

The Corporate Scrutiny Committee will meet six times per year.

Duration

There is no limit on the lifespan of the Corporate Scrutiny Committee.

This page is intentionally left blank

Overview and Scrutiny Protocol

Vision for Overview & Scrutiny in Nottingham

Overview and Scrutiny in Nottingham will ensure effective democratic accountability and support effective scrutiny. This will support and add real value to decision making. This will be achieved by a Councillor-led Overview and Scrutiny function which is held in high regard by its partners and stakeholders and which will add value for the citizens of Nottingham.

This vision recognises that Overview and Scrutiny is a core component of the governance structure of the Council, and that Scrutiny Councillors, the Executive and senior officers will all work to create the right culture and lead the way in making the vision a reality. Ensuring good Scrutiny in Nottingham is a whole council responsibility.

To achieve this Scrutiny will follow the nationally agreed 'Four Principles of Good Scrutiny';

- a. Provides constructive "critical friend" challenge;
- b. Amplify public voice and concerns;
- c. Be led by 'independent minded people' who take responsibility for their role
- d. Drives improvement in public services;

<https://www.cfgs.org.uk/revisiting-the-four-principles-of-good-scrutiny/>

Conditions for Success

To succeed, the Council recognises that the following conditions need to be present:

1. Parity of Esteem between the Executive and Scrutiny

Scrutiny is a whole Council responsibility. The Council recognises that Overview and Scrutiny Committees have an important role to play in supporting high quality decision-making and policy development. There is collective responsibility to enable Overview and Scrutiny to function effectively.

Parity of Esteem means that the value and benefit of Overview and Scrutiny is recognised and held in high regard. This means creating a strong organisational culture that recognises the critical role of independent Scrutiny in the governance process is essential to adding value and creating efficient and effective services. Without recognition of this, Councillors and officers involved in Scrutiny are not empowered to exercise their duties as they should, resulting in poor accountability.

The Council will strive to encourage and support a mix of more experienced and new Councillors as members of the Overview and Scrutiny committees.

2. Clear Purpose and Focus

Scrutiny activities should be well planned and timely. The focus of items coming before the Overview and Scrutiny Committees should be sufficiently focused so that the Committee are clear what they are looking at and there is an understanding about what they are hoping to achieve. There must be clarity on what Scrutiny wants to do and confidence in it being a good use of the Committees' valuable time, that it can add value, that it can influence outcomes and make an impact.

The Council recognise that good topics for Overview and Scrutiny to consider are those that;

- are critical to the effectiveness of the Council
- are a big priority or concern to their communities
- pose a significant risk or threat to the Council and the community
- present a significant opportunity for Overview and Scrutiny to make a meaningful contribution

The Chair of Overview and Scrutiny, the Statutory Scrutiny Officer and a Senior Governance Officer will meet with the Leader, Deputy Leader and Chief Executive on a monthly basis to identify new and emerging areas where Scrutiny can support Executive decision making in relation to emerging priorities and policy. Where appropriate meetings with Portfolio holders and other relevant stakeholders will be convened to support and inform the development of matters that have come to the attention of the Committee or are on the work programme. This will ensure that the Overview and Scrutiny Committees are focussing their attention on matters where they can add most value and provide valuable support to policy development and executive decision making.

The Statutory Scrutiny Officer will attend CLT on a monthly basis to update Senior Leadership team on the work being undertaken by the Committees and to receive suggestions on future areas that the Overview and Scrutiny committees may wish to factor in to their work programme.

When considering and setting the work programme, including making changes the Committee will have regard to the flow chart attached at appendix 1 to ensure that the Committee's work is prioritised effectively.

Overview and Scrutiny Committees are in charge of its own work programme and there will occasionally be times when Scrutiny and the Executive do not agree on which items the Overview and Scrutiny Committees should consider but with meaningful engagement such occasions will be rare.

Scrutiny Committees must review work programmes to identify a clear order of priority for all topics being considered. It is acknowledged that it is not possible for Scrutiny to look at all items of interest, and it is important that committees do not overreach.

The Chair is responsible for ensuring that that the Committee remains focussed on the items in the work programme and that prioritisation is appropriately apportioned.

Once the work programme is established it must be published and shared with internal and external organisations, so they are clear on upcoming topics and have plenty of time to prepare.

3. Evidence Based Questioning, Conclusions and Formulating Recommendations that Add Value

The Scrutiny process should be impartial and driven by the evidence. Scrutiny should focus on the big issues facing the Council and the Communities they serve. Items before the Overview and Scrutiny Committees should not be politically motivated, parochial, repetitious or used as an opportunity to showcase. At the conclusion of an item the Chair should summarise the representations made and draw together the conclusions of the committee based on the evidence available to it and, where appropriate, set out the recommendations of the committee based on those conclusions and evidence that are clear, feasible, deliverable and provide value for money by securing benefits that outweigh the costs of implementation.

It should be noted that the Scrutiny process is not meant to be an “expert” review. If expert input is required that should be sought by the Committee as part of their evidence gathering process.

When Scrutiny is making recommendations, it must consider the impact that they will have and the resource implications, obtaining advice from relevant Executive Councillors and officers where necessary.

Recommendations will be sent to the relevant decision maker and I

Recommendations made by the Overview and Scrutiny Committees will be recorded to enable it to be reviewed, tracked and assurance sought about what action has been taken as a result. In accordance with the spirit of the legislation when asked the individual or body who the recommendation has been directed to is responsible for responding with reasons for why they have/have not accepted recommendations and if the recommendations are accepted to provide evidence of how the recommendations have been implemented.

Scrutiny must add value and not duplicate the other forms of performance management, review or inspection. Equally, decision-makers must seek to ensure that Scrutiny is involved in a timely manner, at a point where the outcome can be influenced, to ensure and to ensure any involvement is meaningful. Decision makers should give meaningful consideration to recommendations made by Overview and Scrutiny Committees.

4. Councillor Leadership and Engagement

Councillors have a unique perspective to bring to the Overview and Scrutiny process, a different point of view which brings something distinct to both policy development and scrutiny of Executive decisions.

Committee Members set their own work programmes, work on a cross party basis and can look at things from angles that might not be apparent to Executive Councillors or senior officers.

To be successful, Councillors and officers must engage with Scrutiny in a positive way. In order to support this presentations and supporting information should be provided to the Committee at least 48 hours in advance so that committee members can come fully prepared and ready to ask questions/explore issues.

5. Reflecting the Concerns of Residents

When carrying out its work Scrutiny should take into account the concerns of residents, and where they can add value and make an impact. This may include, if appropriate and at the discretion of the Chair, speaking at a formal meeting of a Committee, or by way of an informal meeting, visit, submission of written information etc established for the Committee to gather evidence to inform their thinking and scrutiny.

The views and ideas of citizens, service providers and other agencies with an interest in the subject under review are all valuable in effective Scrutiny. Scrutiny should involve stakeholders and take account of views of service users and the public, with particular efforts to engage groups that are harder to reach. Constructive engagement and clear lines of communication should enable a two-way flow of information between Scrutiny and all those involved, including feedback of results.

Reflecting citizens' concerns will entail Scrutiny taking a wider view than Council policies and services. In particular, Scrutiny has a legitimate interest in scrutinising organisations and projects that receive public funding to deliver goods and services, including Council owned companies. This should be recognised by the Council and, where relevant, consider the need to provide assistance to Scrutiny Councillors to obtain information from organisations the Council has contracted to deliver services.

6. Mutual Respect and Good Faith

While Scrutiny should be constructive and challenging, it will only be successful if all partners work together considerately, within a climate of non-partisan working. To support non-partisan working political groups should respect the independence of Scrutiny and must not seek to influence its work.

Scrutiny must be forensic and challenging but Councillors must also collaborate to support decision-makers to do their work better. Councillors must listen and engage constructively, irrespective of political group, putting the values of Scrutiny into practice.

Decision-makers have to be open to scrutiny and create a culture which enables effective scrutiny to happen.

7. Clear Roles, Responsibilities and Relationships

To facilitate good Scrutiny, the roles of all participants in the scrutiny process must be clear and understood by all.

In summary:

Overview and Scrutiny Chairs are responsible for leading and co-ordinating the work of the Scrutiny Committee so that Scrutiny functions in a positive, constructive and

non-partisan manner which provides a good environment for the constructive challenge of decision-makers.

Overview & Scrutiny Councillors must contribute time and effort to the development of the Scrutiny work programme to ensure that the items selected adequately reflect of the needs of the Citizens of Nottingham, focus on the bigger picture, and are prioritised effectively.

Overview and Scrutiny Committee members are required to attend Committee meetings, come prepared and be ready and willing to contribute to committee meetings by asking meaningful questions; they must be independent minded and not pre-judge issues coming to Scrutiny nor use the meeting to promote narrow or parochial interests. Overview and Scrutiny Committee members are also expected to prioritise associated training, briefing and evidence gathering sessions.

The senior political leadership of the Council set the tone of how successfully Overview and Scrutiny will be able to work. Executive Councillors should act as a champion for the work of the Overview and Scrutiny Committees both within and outside the organisation. They will create a culture which enables effective Scrutiny to happen, and will ensure that any recommendations of an Overview and Scrutiny Committee are responded to and agreed recommendations implemented. In accordance with the legislation Executive members, and executive assistants on sufficient notice will provide requested information and prioritise and make themselves available to attend Overview and Scrutiny Committees and come prepared and willing to answer questions.

Officers should provide impartial and high quality advice and evidence to Scrutiny Committees and may be asked to provide information and/or attend Overview and Scrutiny Committees to explain policies or to answer questions on service delivery. Where officers are asked to appear at Overview and Scrutiny Committees they are there to answer questions and their evidence should, as far as possible, be about questions of fact and explanation relating to policies and decisions.

All Councillors are expected to act in accordance with the highest standards of probity in public life, and in accordance with the Councillor Code of Conduct at all times.

8. Transparency of the Scrutiny Process and Access to Information

Scrutiny should be a transparent process and encourage open and honest discussion. Processes and reports should be clear and accessible to the public. Formal meetings of Overview and Scrutiny Committees are subject to Access to Information Procedure Rules as set out in Article 13 of the Constitution.

All formal Committee agendas published on the Council's website. Work programmes are published on each O&S Committee's agenda.

An annual Scrutiny Report will be presented to Full Council outlining Scrutiny activity in accordance with the Overview and Scrutiny Committee terms of reference, as set out at Article 9 of the Constitution. The Chairs of Overview and Scrutiny Committees

may by exception request additional reports be taken to Council to highlight areas of specific concern or make recommendations about particular issues.

To be effective, a Scrutiny Committee must receive relevant information in a timely manner. This is supported by legislation which gives the Committee rights to access information that relates to Scrutiny work, even where information is exempt from publication. The legislation is attached at Appendix 2 and reference in Article 13 of the Constitution.

9. Training and Development

All Councillors and Senior Officers will be required to attend training in relation to Overview and Scrutiny to ensure that the role of Overview and Scrutiny is understood and the role and value that Overview and Scrutiny plays in supporting good decision making and policy development.

If training for specific matters due to come before the Overview and Scrutiny Committees is required and sufficient notice is provided this will be arranged.

**Corporate Scrutiny Committee
13 September 2023**

Work Programme

Report of the Statutory Scrutiny Officer

1 Purpose

- 1.1 To set the Committee's work programme for municipal year 2023/24.

2 Action required

- 2.1 The Committee is asked to identify its priorities for its 2023/24 work programme and schedule items accordingly.

3 Background information

- 3.1 The Corporate Scrutiny Committee has been established to carry out the statutory overview and scrutiny functions in relation to corporate matters in relation to matters relating to the Council's finances and resources such as IT, customer services, commercial strategy, procurement and financial management; and corporate and cross-cutting matters that affect each directorate such as development of and delivery of the Strategic Council Plan, budget, transformation and improvement.. This includes:
- a) holding local decision-makers, including the Council's Executive and relevant Boards of the Council's group of companies, to account for their decisions, actions, performance and management of risk
 - b) reviewing existing policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
 - c) contributing to the development of new policies and strategies of the Council and other local decision-makers where they impact on Nottingham citizens
 - d) exploring any matters affecting Nottingham and/ or its citizens
 - e) make reports and recommendations to relevant local agencies with respect to the delivery of their functions, including the Council and its Executive
 - f) reviewing decisions made but not yet implemented by the Council's Executive in accordance with the Call-in Procedure.
- 3.2 The Committee is responsible for setting and managing its own work programme to fulfil this role. This work programme must have a clear link to its roles and responsibilities and take into account the resources available to deliver it.
- 3.3 In setting a programme for scrutiny activity, the Committee should make sure that each item included on the programme has clear objectives and desired outcomes from its work that add value to the improvement of the

Council. To help prioritise items for inclusion, it is suggested the Committee considers the questions within the Council's Scrutiny Prioritisation Process, which is attached at Appendix A. Once items have been identified, the scheduling of those items should be timely; sufficiently flexible so that issues which arise as the year progresses can be considered appropriately; and reflect the resources available to support the Committee's work. It is recommended that there is a maximum of two substantive items scheduled for each committee meeting.

- 3.4 A proposed work programme for the municipal year 2023/24 is attached at Appendix B. This is based on areas of work identified at previous scrutiny committee meetings, horizon scanning of relevant issues, and informal discussions.
- 3.5 On the work programme, some items have already been scheduled with space for further items to be added. This is because some potential issues require further scoping and consideration as to the appropriate timing – one this has been done they will be proposed for scheduling accordingly – and this also allows for flexibility to accommodate issues that arise as the year progresses.
- 3.6 The recommendation tracker compiled for the previous Overview and Scrutiny Committee is attached as appendix C to enable the committee to identify any outstanding pieces of work within this committee's remit that it may wish to continue to pursue. A similar recommendation tracker will be established for this committee.
- 3.7 At this meeting the Committee is asked to consider this proposed work programme and any further suggestions raised at this meeting. Any new suggestions should be appropriately scoped prior to their inclusion on the work programme.

4 List of attached information

- 4.1 Scrutiny Prioritisation Process
- 4.2 Corporate Scrutiny Committee Draft Work Programme
- 4.3 Recommendation Tracker from the disestablished Overview and Scrutiny Committee.

5 Background papers, other than published works or those disclosing exempt or confidential information

- 5.1 None

6 Published documents referred to in compiling this report

- 6.1 Nottingham City Council Constitution

7 Wards affected

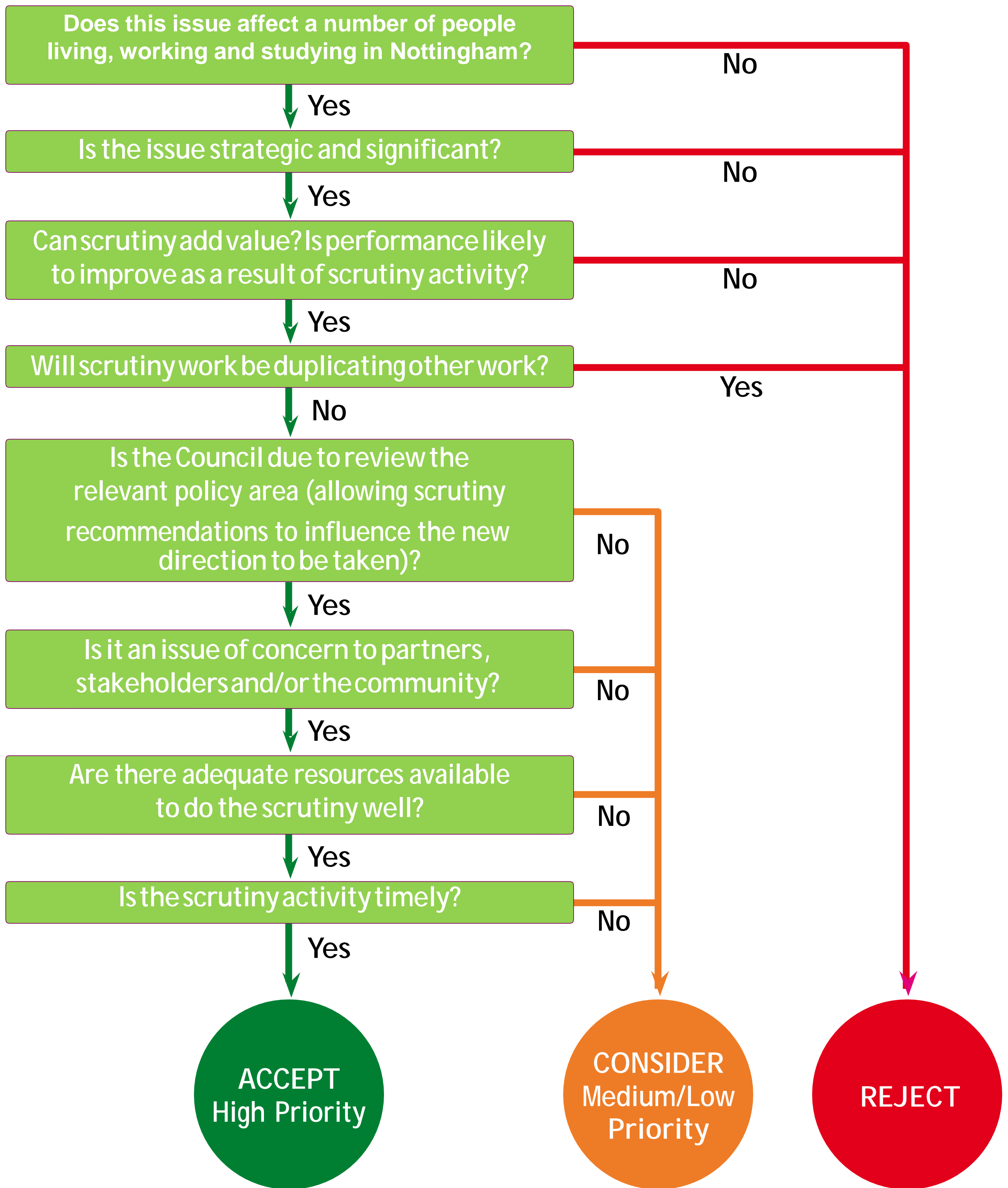
7.1 All

8 Contact information

8.1 Nancy Barnard, Head of Governance and Statutory Scrutiny Officer
nancy.barnard@nottinghamcity.gov.uk

This page is intentionally left blank

Nottingham City Council Scrutiny Prioritisation Process



This page is intentionally left blank

Corporate Scrutiny Committee 2023/24 Draft Work Programme

Date	Items
13 September 2023	<ul style="list-style-type: none"> • Appointment of Vice Chair • Committee Terms of Reference • IAB update Cllr Mellen\James Rhodes\James SchrodellRichard Beckett To include an update on progress against the 39 instructions. • Budget Strategy Cllr Wynter\Ross Brown\Shabana Kasur To look at the Council’s budget strategy and methodology, including composition and changes, duties and powers and an overview of the national and economic context that we are currently operating in. • Work Programme 2023/24
11 October 2023	<ul style="list-style-type: none"> • Transformation Update Cllr Wynter\James Rhodes\Elena Kekkos To look at the Council’s transformation portfolio and update on progress against targets. • Recommendation Tracker • Work Programme 2023/24
15 November 2023	<ul style="list-style-type: none"> • Performance Management Framework Cllr \James Rhodes • Recommendation Tracker • Work Programme 2023/24

Date	Items
13 December 2023	<ul style="list-style-type: none"> • Budget Consultation Cllr Mellen\Ross Brown\Shabana Kasur For the committee to look at the budget consultation and respond as consultee • Recommendation Tracker • Work Programme 2023/24
10 January 2024	<ul style="list-style-type: none"> • Work Programme 2023/24
14 February 2024	<ul style="list-style-type: none"> • Budget Cllr Wynter\Ross Brown\Shabana • Council Plan Cllr Mellen\James Rhodes • Recommendation Tracker • Work Programme 2023/24
13 March 2024	<ul style="list-style-type: none"> • IAB update Cllr Mellen\James Rhodes\James SchrodellRichard Beckett • Performance Cllr Mellen\PFH's TBC\James Rhodes Results against by directorate against the performance management framework • Recommendation tracker • Work Programme 2023/24

Date	Items
10 April 2024	<ul style="list-style-type: none"> <li data-bbox="568 204 976 236">• Work Programme 2023/24

Potential items not yet scheduled

Item	Notes
Anti-Poverty Strategy	
IT Strategy	
Carbon Neutral 28	

This page is intentionally left blank

Overview and Scrutiny Committee Recommendation Tracker 2022/23

1 Purpose

This document will collate and track progress of all recommendations made by the Overview and Scrutiny Committee to the Executive throughout the year, and to log the Executive responses to the recommendations. The explanation of terms used can be found in section 3.

2 Overview and Scrutiny Committee Recommendations to the Executive

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
220511-6-1	Together for Nottingham Plan - Progress update by the Leader	The timeframe for the HRA repayments is circulated to Committee members	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Rav Kalsi
220511-6-2	Together for Nottingham Plan - Progress update by the Leader	The senior leadership team remain conscious of the importance of IT infrastructure and resources	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Rav Kalsi
220511-6-3	Together for Nottingham Plan - Progress update by the Leader	Consultation and information sharing continues with Nottingham City Homes residents and staff during the process of bringing housing services back in-house	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Rav Kalsi
220511-6-4	Together for Nottingham Plan	The RAG rated performance	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Rav Kalsi

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
	- Progress update by the Leader	monitoring of the Together for Nottingham Plan is circulated to Committee members					
220511-7-1	Customer First Transformation	More consultation is carried out with Councillors on the proposed changes	11/08/22	15/09/22	Responded to	12/10/22	Cllr Williams /Lucy Lee
220511-7-2	Customer First Transformation	An illustration /visualisation of the new contact process is circulated to members of the Committee	11/08/22	15/09/22	Accepted	12/10/22	Cllr Williams /Lucy Lee
220511-7-3	Customer First Transformation	The governance structure, baseline data, the proposed outcomes and progress monitoring plans be circulated to members of the Committee	11/08/22	15/09/22	Responded to	12/10/22	Cllr Williams /Lucy Lee
220511-7-4	Customer First Transformation	Protected characteristics remain at the forefront when assessing the impact of proposals	11/08/22	15/09/22	Responded to	12/10/22	Cllr Williams /Lucy Lee
220608-13-1	Asset Rationalisation	To provide all Councillors with the opportunity to	11/08/22	15/09/22	Accepted	12/10/22	Cllr Mellen/ Nicki Jenkins

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		comment on the draft Community Asset Policy as part of the consultation process					
220608-13-2	Asset Rationalisation	Consult with this Committee on the finalised draft Community Asset Policy prior to it being adopted	11/08/22	15/09/22	Accepted	12/10/22	Cllr Mellen/ Nicki Jenkins
220608-13-3	Asset Rationalisation	To consider the following points for inclusion in developing the Community Assets Policy: a) a clear timeline set out for community groups expressing an interest in purchasing an asset with consideration given to the timeframe set out within the national Asset of Community Value Policy; b) where possible, within the constraints of the requirement to achieve best	11/08/22	15/09/22	Responded to Responded to	12/10/22	Cllr Mellen/ Nicki Jenkins

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		<p>consideration, to build in measures to encourage "Sell Local" with increased time frames to allow local groups or consortiums to establish sufficient finances</p> <p>c) built in controls to ensure no conflict of interest for members and officers can influence sale of assets</p> <p>d) ensure adequate consultation with relevant Ward Councillors and Community groups prior to the sale of community assets</p>			<p>Accepted</p> <p>Responded to</p>		
220608-13-4	Asset Rationalisation	To develop and maintain a public register of assets sold by private treaty	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Nicki Jenkins
220608-13-5	Asset Rationalisation	To consider further increasing the use of private agents to assist with current	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Nicki Jenkins

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		capacity issues within the property team					
220608-14-1	Work Programme	The Committee agreed that an item on weed spraying across the city was not an item that should come to the committee in full, but requested a letter from the Portfolio Holder updating the committee following changes to the implementation of the programme	11/08/22	15/09/22	No response received		Cllr Longford/Eddie Curry
220803-18-1	Together for Nottingham Plan – Progress Update by the Leader	That at the next meeting the Council Plan commitments be split into statutory and non-statutory functions	11/08/22	15/09/22	Responded to	12/10/22	Cllr Mellen/ Rav Kalsi
220803-19-1	Libraries Transformation	That a review of the consultation process is undertaken, and lessons learnt are reported back to the Committee	11/08/22	15/09/22	Accepted	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-2	Libraries Transformation	That consideration is given to people who might be reluctant to share their details	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		with authorities when considering technology accessed libraries					
220803-19-3	Libraries Transformation	That consideration is given to who would be an appropriate partner is when considering shared usage	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-4	Libraries Transformation	That a mapping exercise of other community facilities, such as leisure centres or community centres is carried out	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-5	Libraries Transformation	That engagement is undertaken with all schools	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-6	Libraries Transformation	That feedback from the Health and People directorates is shared in full	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-7	Libraries Transformation	That the draft Community Asset Transfer Policy be discussed at a future meeting of this Committee	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-8	Libraries Transformation	That more context setting be included in consultation responses, and	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		include LGBT+ and disability data, including any themes that were identified particularly with different communities					
220803-19-9	Libraries Transformation	That a log of the impact on individual wards of all major decisions, taking demographics into account, is maintained	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-10	Libraries Transformation	That a mapping exercise of all voluntary and community sector organisations, in particular those serving citizens with protected characteristics, is carried out and relationships established so that they can be easily contacted as a part of any consultation	11/08/22	15/09/22	Responded to	12/10/22	Cllr Kotsonis/ Hugh White
220803-19-11	Libraries Transformation	That ward councillors are consulted before any final decision is made	11/08/22	15/09/22	Accepted	12/10/22	Cllr Kotsonis/ Hugh White

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
220803-20-1	Public Sculptures and Monuments Policy Development	That the proposed policy on street art be brought to a future meeting of this Committee	11/08/22	15/09/22	Responded to	04/01/23	Cllr Kotsonis/ Hugh White
220803-20-2	Public Sculptures and Monuments Policy Development	That ward councillor consultation be included in the policy	11/08/22	15/09/22	Accepted	04/01/23	Cllr Kotsonis/ Hugh White
220803-20-3	Public Sculptures and Monuments Policy Development	That the policy be reviewed as appropriate	11/08/22	15/09/22	Accepted	04/01/23	Cllr Kotsonis/ Hugh White
220907-25-1	Council Plan Performance – Resident Services	Circulate statistics on the number of fly tips per ward before the introduction of bulky waste charges and after	29/09/22	20/10/22	Responded to	09/11/22 and 04/01/23	Cllr Longford/ Frank Jordan
220907-25-2	Council Plan Performance – Resident Services	Circulate data on air quality from the Queens Drive monitoring site from before the pandemic and after	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Frank Jordan
220907-25-3	Council Plan Performance – Resident Services	Circulate a comparison of sickness rates from the refuse collection team from before and after the pandemic	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Frank Jordan

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
220907-25-4	Council Plan Performance – Resident Services	Consider the development of a city wide ward based competition around cleanliness	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Frank Jordan
220907-25-5	Council Plan Performance – Resident Services	To work to strengthen the relationship between Clean Champions and Op teams	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Frank Jordan
220907-25-6	Council Plan Performance – Resident Services	Circulate statistics around potholes that have been filled on more than one occasion	29/09/22	20/10/22	Responded to	09/11/22	Cllr Wynter/ Frank Jordan
220907-25-7	Council Plan Performance – Resident Services	Circulate fly tipping data relating to HMOs	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan
220907-25-8	Council Plan Performance – Resident Services	Circulate the figures on fines and commercial prosecutions for fly tipping	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan
220907-25-9	Council Plan Performance – Resident Services	To ensure that the joined up working of the REACT team continues and is developed	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan
220907-25-10	Council Plan Performance – Resident Services	To work with schools and community groups to educate around hate	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		crime and encourage reporting of incidents					
220907-25-11	Council Plan Performance – Resident Services	Consider removing the first objective as it is police led, or define where action can be taken by the Council to improve the outcome	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan
220907-25-12	Council Plan Performance – Resident Services	Monitor the involvement of NCH in resolving ASB issues	29/09/22	20/10/22	Responded to	09/11/22	Cllr N Khan/ Frank Jordan
220907-25-13	Council Plan Performance – Resident Services	To review and reconsider the RAG rating of the objective to provide a network of inclusive sustainable and quality public libraries	29/09/22	20/10/22	Accepted	09/11/22	Cllr Kotsonis/ Frank Jordan
220907-25-14	Council Plan Performance – Resident Services	To revisit how outcomes are measured and define how they are measured ensuring outcomes are measurable against money invested	29/09/22	20/10/22	Responded to	09/11/22	Cllr Kotsonis/ Frank Jordan
220907-25-15	Council Plan Performance – Resident Services	To circulate data on prosecution levels of private landlords and the	29/09/22	20/10/22	Responded to	09/11/22	Cllr Neal/ Frank Jordan

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		impact of the Licensing scheme					
220907-25-16	Council Plan Performance – Resident Services	That future presentations include measures, values and targets, especially for Amber rated targets	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Clive Heaphy
220907-25-17	Council Plan Performance – Resident Services	That presentations remain focussed on highlighting the most critical priorities, rather than all indicators	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Clive Heaphy
220907-25-18	Council Plan Performance – Resident Services	Ensure measures and commitments are SMART in the future, and that performance is only measured for things that are within the Council's control	29/09/22	20/10/22	Responded to	09/11/22	Cllr Longford/ Clive Heaphy
221012-32-1	Together for Nottingham Plan – Progress Update by the Leader	To provide an update on the progress made on the 67 requirements at the next meeting	13/10/22	09/11/22	Update provided at the November meeting as requested	09/11/22	Cllr Mellen
221012-33-1	Selective Licensing	To provide more detailed information on what the current scheme has achieved	18/11/22	15/12/22	Accepted	04/01/23	Cllr Neal/ Pete Mitchell

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
221109-39-1	Municipal Resources and Waste Strategy	That every effort is made to ensure that the consultation findings are representative of all communities across the City and that additional effort is made to engage with those who are often under-represented in consultation responses but who will be affected by the changes	18/11/22	15/12/22	Will be responded to at the meeting on 08/02/23 when the consultation analysis is considered	08/02/23	Cllr Longford/ Antony Greener
221109-39-2	Municipal Resources and Waste Strategy	Take into account the following comments in response to the consultation: a) changes to waste collection must be accompanied by education and communication to residents and partners, and there needs to be sufficient resources allocated to this b) the Council should take opportunities to communicate to	18/11/22	15/12/22	Will be responded to at the meeting on 08/02/23 when the consultation analysis is considered	08/02/23	Cllr Longford/ Antony Greener

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		<p>Government that less efficient local authorities do not require lower levels of funding and, in some cases, the opposite may be the case</p> <p>c) smaller residual waste bins are not necessarily desirable and could have unintended consequences such as an increase in contamination</p> <p>d) thorough consideration must be given to the needs of all the different communities who live in the City so that there is a waste collection system(s) that works for everyone, including transient populations,</p>					

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		<p>people living in flats, people with disabilities or mobility issues etc. This consideration should be informed by learning from the pilot sites.</p> <p>e) consideration should be given to penalties for residents who persistently do not engage in the waste collection arrangements</p>					
221109-39-3	Municipal Resources and Waste Strategy	That information on the findings of the pilot studies is provided to the Committee.	18/11/22	15/12/22	Will be responded to at the meeting on 08/02/23 when the consultation analysis is considered	08/02/23	Cllr Longford/ Antony Greener
221109-41-1	Recommendation Tracker	That the number of fly tips per ward for the period between 1 April 2021 and 31 October 2022 and for the period between 1 April 2022 and 31	18/11/22	15/12/22	Responded to	04/01/23	Cllr Longford/ Frank Jordan

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		October 2022 is provided to the Committee					
221109-42-3	Work Programme	To consider the draft Municipal Resources and Waste Strategy, along with outcomes from the consultation, at a future meeting prior to its approval by Executive Board	18/11/22	15/12/22	Accepted – will be considered in February	N/A	Cllr Longford/ Antony Greener
221207-49-1	Community Asset Policy	Recommend the following in relation to the Community Assets Policy: a) To include within the policy an explanation of the difference between the Assets of Community Value and Community Asset Transfer processes to provide clarity for organisations and individuals, supported by signposting of appropriate routes.	19/01/23	16/02/23	Accepted	08/03/23	Cllr Mellen/ Nicki Jenkins/ Steve Sprason

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		<p>b) To produce and publish a register of assets sold through special purchase arrangements.</p> <p>c) To explore whether a register can be created where people can sign up to be notified when an asset is identified for disposal.</p> <p>d) To review the process for measuring social value to ensure considerations are made as consistently as possible.</p> <p>e) To consider including a process for appealing against decisions within the policy.</p>			<p>Responded to</p> <p>Responded to</p> <p>Accepted</p> <p>Rejected</p>		
230104-53-1	Crime and Drugs Partnership	To look at how joint working with bordering Local	20/01/23	16/02/23	Responded to	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		Authorities can be strengthened to improve services					
230104-53-2	Crime and Drugs Partnership	To liaise with the Portfolio Holder responsible for housing, as the CDP Plan identifies the removal of Selective Licensing as a risk to increasing anti-social behaviour	20/01/23	16/02/23	Accepted	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme
230104-53-3	Crime and Drugs Partnership	To seek to improve communication with other local and national organisations to share best practice	20/01/23	16/02/23	Responded to	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme
230104-53-4	Crime and Drugs Partnership	To work to develop a more consistent approach to the response to anti-social behaviour across partners	20/01/23	16/02/23	Accepted	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme
230104-53-5	Crime and Drugs Partnership	Ensure that future reports include information on male domestic abuse survivors as well as female	20/01/23	16/02/23	Accepted	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme
230104-53-6	Crime and Drugs Partnership	To provide information on the statistics for drug	20/01/23	16/02/23	Accepted	08/03/23	Cllr N Khan/ Lord Coaker/ Phil Broxholme

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		treatment success rates					
230104-54-1	The Council's Budget (Medium Term Financial Plan) 2023/24 - 2026/27	To ensure that the budget consultation is presented to scrutiny committees in December in future years, as is usual practice	20/01/23	16/02/23	Accepted	08/03/23	Cllr Williams/ Ross Brown
230104-54-2	The Council's Budget (Medium Term Financial Plan) 2023/24 - 2026/27	To commit to going out to consultation earlier, as is usual practice	20/01/23	16/02/23	Accepted	08/03/23	Cllr Williams/ Ross Brown
230104-54-3	The Council's Budget (Medium Term Financial Plan) 2023/24 - 2026/27	To provide information on whether voluntary organisations have been approached with regard to managing the Shop Mobility, and an assessment of whether this is achievable	20/01/23	16/02/23	Accepted	08/03/23	Cllr Williams/ Ross Brown
230104-54-4	The Council's Budget (Medium Term Financial Plan) 2023/24 - 2026/27	To ensure that the necessary levels of senior staff are recruited to and retained in the finance division	20/01/23	16/02/23	Responded to	08/03/23	Cllr Williams/ Ross Brown
230104-54-5	The Council's Budget (Medium	To actively review fees and charges on	20/01/23	16/02/23	Accepted	08/03/23	Cllr Williams/ Ross Brown

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
	Term Financial Plan) 2023/24 - 2026/27	an ongoing basis, and in a timely manner					
230208-61-1	Municipal Resources and Waste Strategy	Circulate data for NG11 to Committee members	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton
230208-61-2	Municipal Resources and Waste Strategy	Circulate data from citizens with disabilities to Committee members	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton
230208-61-3	Municipal Resources and Waste Strategy	Request that the accuracy of the distribution data is checked, and for analysis to be undertaken to clarify the validity of uneven data informing a City-wide strategy	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton
230208-61-4	Municipal Resources and Waste Strategy	To place emphasis on the education of residents around the proposals, as a crucial element in the success of the strategy	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton
230208-61-5	Municipal Resources and Waste Strategy	Circulate feedback from Nottingham City Homes in terms of the how the proposed strategy impacts estate management	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
230208-61-6	Municipal Resources and Waste Strategy	To investigate how more granular data can be collected in any further consultation, rather than just the first part of the postcode	23/02/23	23/03/23	Responded to		Cllr Longford/ Wayne Bexton
230308-68-1	Nottingham's Carbon Neutral Policy	Request that: a) further work is done to promote the achievements of the CN28 strategy to date, such as Nottingham being in top 122 cities in the world; b) further promotion of the Green Rewards App takes place; c) the Committee is provided with data on engagement from subscribers of the newsletter; d) work is done to increase engagement with schools on the CN28 strategy;	31/03/23	28/04/23	Responded to Responded to Responded to Responded to		Cllr Longford/ Wayne Bexton

Reference number	Title of agenda item	Recommendation	Date referred	Deadline for response	Status	Date considered by Committee	Key contacts
		e) flexibility to respond to local needs is built in to the delivery of schemes in local areas; f) work is done to establish how residents can be supported with making changes at home, such as charging infrastructure for electric vehicles			Responded to Responded to		
230308-68-2	Nottingham's Carbon Neutral Policy	Record the Committee's support for the introduction of the Supplementary Planning Document.	31/03/23	28/04/23	Accepted		Cllr Longford/ Wayne Bexton

3 Explanation of terms used

Recommendation reference number - each recommendation added to this tracker will be assigned a unique reference number eg 220511-3-1, where 220511 represents the date of the meeting, -3 is the minute number, and -1 is the recommendation number.

Status - individual status for each recommendation and will present the following options:

- Awaiting consideration
- Responded to/Accepted/Approved
- Rejected
- No response received

4 Responses

Responses received for the relevant period will be appended to the Recommendation Tracker report on the agenda.

5 Meeting dates and reporting deadlines

Date of meeting (2.00pm)	Deadline for draft reports	Chair's Briefing (12.30pm)	Deadline for final reports (10.00am)
11/05/22	21/04/22	27/04/22	29/04/22
08/06/22	19/05/22	25/05/22	27/05/22
03/08/22	14/07/22	20/07/22	22/07/22
07/09/22	18/08/22	24/08/22	26/08/22
12/10/22	22/09/22	29/09/22	30/09/22
09/11/22	20/10/22	26/10/22	28/10/22
07/12/22 (2.30pm)	17/11/22	23/11/22	25/11/22
04/01/23	15/12/22	21/12/22	22/12/22
08/02/23	19/01/23	25/01/23	27/01/23
08/03/23	16/02/23	22/02/23	24/02/23

6 Contact officer

Name	Role	Contact details	Responsibilities
Laura Wilson	Senior Governance Officer	0115 8764301 laura.wilson@nottinghamcity.gov.uk	Responsible for the collation and distribution of the recommendations after each meeting, and feeding back the outcomes to the Overview and Scrutiny Committee

This page is intentionally left blank

**Corporate Scrutiny Committee
13 September 2023**

Finance Update

Report of the Statutory Scrutiny Officer

1 Purpose

- 1.1 To consider a presentation from the Portfolio Holder and the Corporate Director on the Council's budget strategy and methodology, including composition and changes, duties and powers and an overview of the national and economic context that the Council is currently operating in. This will include the strategy and framework for addressing the current budget situation and the planning process for setting a balanced budget in 2024.

2 Action required

- 2.1 The Committee is asked if it wishes to make any comments or recommendations regarding the information presented at the meeting.

3 Background information

- 3.1 As reported to Executive Board, the Council is facing significant in year financial challenges with a forecast overspend which needs to be addressed. Information will be provided on this and the strategies that are being used to reduce the forecast overspend. Information will also be provided on the scale of the forecast challenge in setting a balanced budget and Medium Term Financial Plan in the Spring of 2024.
- 3.2 The Portfolio Holder for Finance and the Corporate Director for Finance and Resources and Chief Finance Officer will be attending the meeting to provide this context and discuss and answer questions on the budget challenge. This will provide opportunity for the Committee to comment on, and make recommendations in relation to the strategy and framework for dealing with both the current and future budget challenge.

4 List of attached information

- 4.1 None. Information to be presented at the meeting

5 Background papers, other than published works or those disclosing exempt or confidential information

- 5.1 None

6 Published documents referred to in compiling this report

6.1 Report to the Executive Board – July 2023

7 Wards affected

7.1 All

8 Contact information

8.1 Laura Wilson, Senior Governance Officer
laura.wilson@nottinghamcity.gov.uk

**Overview and Scrutiny Committee
13 September 2023**

Improvement and Assurance Board – Instructions Update

Report of the Statutory Scrutiny Officer

1 Purpose

- 1.1 To consider an update from the Leader on the instructions issued by the Improvement and Assurance Board (IAB) and progress made by the Council against them.

2 Action required

- 2.1 The Committee is asked to
- a) consider the information provided and use it to inform questioning and discussion
 - b) make recommendations if appropriate
 - c) consider how the Committee wishes to continue to scrutinise the Council's progress and make any necessary amendments to the work programme as a result of the information provided.

3 Background information

- 3.1 At its meeting on 9 June 2021 the Council's Overview and Scrutiny Committee resolved to invite the Leader to attend its meetings to provide an update on key issues in relation to improvement and recovery, to aid work programme planning. Since then, the IAB have been placed onto a statutory footing and has issued 39 instructions which the Council must comply with. Each instruction has a deadline between March 2023 and March 2024. Following the establishment of the Corporate Scrutiny Committee, this responsibility has passed to this committee.
- 3.2 At today's meeting the Leader, supported by officers, will present information on the Instructions and the Council's current progress against them to set the high level context for the work of the Committee and to support the development of the Committee's work programme.
- 3.3 Following questioning and discussion, the Committee should use the information acquired in its discussions under the Work Programme item of the agenda.

4 List of attached information

- 4.1 Briefing paper on the instructions.

5 Background papers, other than published works or those disclosing exempt or confidential information

5.1 None.

6 Published documents referred to in compiling this report

6.1 Together for Nottingham Plan.

6.2 Reports to and discussion at Overview and Scrutiny Committee meetings since June 2021.

6.3. Report to full Council March 2023.

7 Wards affected

7.1 All.

8 Contact information

8.1 Laura Wilson
Senior Governance Officer
0115 8764301
laura.wilson@nottinghamcity.gov.uk

**Corporate Overview and Scrutiny
Improvement and Assurance Board – Instructions Update
13 September 2023**

IAB – Background

- In 2022 Government decided to implement an Improvement and Assurance Board here at Nottingham City Council following local decisions around the unsuccessful Robin Hood Energy.
- This Board is made up of three external members¹ and the Council Leader.
- The IAB’s role is to advise the council on its improvement journey and report to Government on the council’s progress. It also oversees delivery of the Recovery and Improvement Plan / Together for Nottingham (TfN) Plan
- The status of the IAB has moved from non-statutory to statutory (Sept 2022), in part due to the findings that have emerged from the council’s own recovery and improvement activity.
- The government has the power to either enhance the IAB further or install Commissioners should it feel that that is necessary.

Latest position – IAB Instructions and Quarterly Report to Ministers

- In February 2023, the IAB issued a total of 39 Instructions to the council to bring about change at an increased pace in several areas. These included Governance, Finance, Transformation, Corporate Planning, Companies and Workforce Culture and Performance Outcomes.
- The [Instructions](#) were considered at [Full Council](#) in March 2023.
- Each Instruction carried with it a deadline and the council has been working hard to meet these.
- TfN Plan actions and the Instructions are managed by a responsible lead officer and linked to an Executive Member with oversight by the Chief Executive and Leader.
- Formal reports on each Instruction have been sent to the IAB upon the relevant deadline.
- Although most deadlines have now passed, there are a number with deadlines due in the future. There are five Instructions with deadlines at the end of September, one in December and three in March 2024. See below for the detail of these instructions.
- The council reported our interim progress on all 39 Instructions to the IAB and Government at the end of June 2023.
- The IAB produces regular reports to the Secretary of State. The most recent, eighth, report of the independent members of the IAB was informed by the council’s June report on the 39 Instructions and is with Government for consideration.
- We are currently waiting to hear back from the Minister on what decisions will be taken following this most recent quarterly report.

Instructions with a future deadline

Instruction	Deadline
2.4 - Early resolution of all outstanding matters relating to 19/20, 20/21 and 21/22 audit of accounts	30 September 2023
2.8 - Bring forward a credible and risk assessed plan for additional pipeline of capital receipts linked to the implementation of the corporate landlord	
5.8 - Carry out an internal evaluation of the shareholder unit	
6.1 - Establish and maintain a trained, skilled, competent workforce accommodating fundamental cultural change	

¹ Sir Tony Redmond – Chair; Sean Nolan – Finance lead; Robin Hughes – Companies lead; Cllr David Mellen – Leader of the council.

6.7 - Monitor the response to Ofsted recommendations and ensure compliance	
6.8 - Ensure the Council's new pay policy demonstrably assists effective recruitment and relation	31 December 2023
2.6 - Deliver the Financial Improvement Plan covering the key elements identified by the IAB to provide assurance in respect of finance and accounting	31 March 2024
5.3 - Finalise the strategic plans of local authority companies expeditiously	
6.6 - Ensure the Recovery and Improvement Plan is achieved within the set timescale	