



## **Nottingham City Council Overview and Scrutiny Committee**

**Date:** Wednesday 8 March 2023

**Time:** 2.00 pm

**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**

**Senior Governance Officer:** Laura Wilson

**Direct Dial:** 0115 8764301

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|----------|---|-----------|
| <b>1</b> | <b>Apologies for absence</b>  |           |
| <b>2</b> | <b>Declarations of interests</b>  |           |
| <b>3</b> | <b>Minutes</b><br>To confirm the minutes of the meeting held on 8 February 2023       | 3 - 12    |
| <b>4</b> | <b>Nottingham's Carbon Neutral Policy</b><br>Report of the Statutory Scrutiny Officer | 13 - 20   |
| <b>5</b> | <b>Scrutiny Action Plan Update</b><br>Report of the Statutory Scrutiny Officer        | 21 - 34   |
| <b>6</b> | <b>Future Scrutiny Arrangements</b><br>Report of the Statutory Scrutiny Officer       | To Follow |
| <b>7</b> | <b>Work Programme 2023-24 Development</b><br>Report of the Statutory Scrutiny Officer | 35 - 40   |
| <b>8</b> | <b>Recommendation Tracker</b><br>Report of the Statutory Scrutiny Officer             | 41 - 70   |

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

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## Nottingham City Council

### Overview and Scrutiny Committee

**Minutes of the meeting held at Ground Floor Committee Room - Loxley House, Station Street, Nottingham, NG2 3NG on 8 February 2023 from 2.01 pm - 3.40 pm**

#### Membership

##### Present

Councillor Samuel Gardiner (Chair)  
Councillor Georgia Power (Vice Chair)  
Councillor Patience Uloma Ifediora  
Councillor Gul Nawaz Khan  
Councillor Sajid Mohammed  
Councillor Anne Peach  
Councillor Angharad Roberts  
Councillor Andrew Rule

##### Absent

Councillor Carole McCulloch  
Councillor Merlita Bryan  
Councillor Corall Jenkins  
Councillor Jane Lakey

#### Colleagues, partners and others in attendance:

Wayne Bexton	- Director of Carbon Reduction, Energy and Sustainability
Richard Bines	- Solicitor
Beth Brown	- Head of Legal and Governance
Mike Carey	- Governance Officer
Antony Greener	- Head of District Heating and Waste Strategy
Alvin Henry	- Head of Waste Services
Mary Lester	- Director of Resident Services
Councillor Sally Longford	- Portfolio Holder for Energy, Environment and Waste Services
Councillor David Mellen	- Leader of the Council
Craig Stanley	- Councillor Support Manager

#### 57 Apologies for absence

Councillor Corall Jenkins – other business  
Councillor Jane Lakey – personal reasons  
Councillor Carole McCulloch

#### 58 Declarations of interests

None.

#### 59 Minutes

The minutes of the meeting held on 4 January 2023 were confirmed as a correct record and were signed by the Chair.

## **60 Together for Nottingham Plan - Progress update by the Leader**

Councillor David Mellen, Leader of the Council, delivered a presentation regarding progress made on the priorities in the Together for Nottingham (TfN) Plan, highlighting the following points:

- (a) the TfN plan was first published in January 2022, as a refresh of the Recovery and Improvement Plan of January 2021, and updated in October 2022. It sought to provide assurance to the Government that the Council's response to the Non-Statutory Review (NSR) was positive and being undertaken at pace;
- (b) the TfN is structured around a number of themes, based on issues that have been raised about the Council's performance. These themes are:
  - i. Medium Term Financial Strategy (MTFS);
  - ii. Asset Management;
  - iii. Companies;
  - iv. Capital Programme;
  - v. Constitution;
  - vi. Organisation and Culture;
  - vii. Service Design and Delivery;
  - viii. Council Plan;
- (c) the Council has been working closely with the Improvement and Assurance Board (IAB) appointed by the Government and chaired by Sir Tony Redmond. In September 2022, non-statutory intervention was escalated to statutory intervention giving the IAB powers of direction. The IAB issued 67 requirements, aiming to secure clear evidence that the Council was delivering the recovery and improvement plan at pace;
- (d) since 2021 significant progress has been made and many of the actions in the TfN have been delivered. This was acknowledged in the IAB's report to the Government for 2 February 2023;
- (e) on 2 February 2023, Lee Rowley MP, Parliamentary Under-Secretary of State for Local Government and Building Safety, wrote to the IAB noting the 'step up in progress'. The letter announced that the current arrangements would continue, with an IAB holding powers of direction, rather than be escalated to the appointment of Commissioners;
- (f) it is encouraging that the 'more serious sense of purpose' at the Council has been acknowledged in the IAB's report and by the Government, but there is still much to be done to bring the Council up to the standards aspired to;
- (g) the IAB's report highlighted ongoing financial concerns and the need to deliver the Financial Improvement Programme as a key task. In 2021/22, a predicted overspend was actually a significant underspend. There were many reasons for this, but it could have been anticipated and planned for. Accurate financial

forecasting is something the Council still needs to get right, so extra resource is being provided to improve finance;

- (h) for 2022/23 the Council is predicted to overspend, due to the effects of the above-expected pay increase for staff and cost inflation, particularly on fuel prices due to the situation in Ukraine, which are affecting local authorities across the country;
- (i) the IAB report highlights the need to fill key finance posts with permanent staff. The Council has recently appointed a permanent S151 Officer, and there are interviews this week for a permanent Deputy Section 151 Officer. Interim staff have been crucial, but it will be useful for the leadership of the Council to have permanent staff in place;
- (j) there will be an opportunity for Councillors to hear from the Chair of the IAB and to put questions directly to him on 9 February 2023.

During the subsequent discussion and in response to questions from the Committee, the following points were made:

- (k) the letter from Lee Rowley MP to the IAB states that the option to use further powers under the Local Government Act 1999 remains open, including the power to appoint Commissioners. This will depend on the continued progress made by the Council, as reported to Government by the IAB;
- (l) the Government has shown it was willing to appoint Commissioners in the cases of Liverpool City Council and Slough Borough Council recently. Nottingham has so far avoided the potential appointment of Commissioners twice due to improvements that have been made, and the Council is determined to do what is necessary to return to normal business without Commissioners or oversight of the IAB;
- (m) the latest IAB report contains a passage stating concerns that 'pressure is sometimes brought to bear, directly or indirectly, so that decisions are delayed, deferred, or resisted'. The report does not give specific examples of this practice, but the forthcoming meeting with the IAB Chair on 9 February 2023 will be an opportunity for councillors to ask for clarification on the content of the Board's report;
- (n) the vast majority of the time, officer-member relations are harmonious, but sometimes political priorities and enthusiasms can make it difficult for officers to challenge members and provoke a greater appreciation of risk. It is important to see political priorities enacted in a way that is appropriate in the current context, with limited budgets, an in-year overspend and rising interest rates placing limits on the Council's capital and transformation programme;
- (o) it is important to be clear that the Council is under new leadership, and that is reflected in the decision made by the Government not to appoint Commissioners

at this time. The Council aims to make further progress in coming months in a number of key areas:

- i. improving finance functions to make it more reliable, envisioning finance as a crucial central service such as HR and IT;
  - ii. in progressing its transformation programme to provide savings as well as improved services, as the four-year Mid-Term Financial Plan (MTFP) relies on savings from transformation;
  - iii. work to be done around some of the Council's companies;
  - iv. improvements in performance management of officers;
  - v. taking the Strategic Council Plan to Full Council on 6 March 2023, which ties together current plans and provides a staging post;
- (p) the situation is not going to become easy, it will still be a challenge requiring brave decisions and commitment to continue with the Council's improvement journey. Other local authorities are also struggling in the current context, with a number of Councils having to raise Council Tax by up to 15% recently. It is crucial for Nottingham to listen to the expertise of the IAB and take their advice as well as their requirements seriously;
- (q) it is positive that democratic control remains with the elected representatives of the people of Nottingham. It is yet to be seen how the IAB may use its powers of direction, which the letter from Government says can be used 'expediently and decisively'. The only use of those powers so far has been to issue the list of 67 requirements in September, and the Leader will be asking for feedback on these;
- (r) it is not currently clear how long the IAB will be in place. It was first appointed for three years in early 2021, and it was reaffirmed in October 2022 for two years, but this may change. The IAB and the Council are in agreement that it cannot continue indefinitely;
- (s) the IAB report states that one of the factors affecting recruitment and retention to improve key services such as finance is with a pay policy that is 'not fit for purpose'. The Appointment and Conditions of Service (ACOS) Committee approved a new Pay Policy Statement 2023/24 on 7 February 2023. The Council is looking at a number of changes to pay policy to assist with recruitment and retention;
- (t) the IAB report criticised the use of interim staff. The Council is working in a context in which it cannot increase pay as much as it would like. There was an average 7% pay increase, at a flat rate so those lower in the pay scale got a proportionately larger percentage, and the Council aims to provide good working conditions, but it can still be difficult to recruit in the current context.

**Resolved to note the update from the Leader on the Together for Nottingham Plan.**

**61 Municipal Resources and Waste Strategy**

Following an introduction by Councillor Sally Longford, Deputy Leader and Portfolio Holder for Energy, Environment and Waste Services, Wayne Bexton, Director of Carbon Reduction, Energy and Sustainability, Antony Greener, Head of District Heating and Waste Strategy, Alvin Henry, Head of Waste Services, and Mary Lester, Director of Resident Services delivered the presentation on the results of the public consultation for the draft Municipal Resources and Waste Strategy 2022-2050. The following points were made:

- (a) the changing local and national context around waste management requires a response from the Council. In 2018, the Government published a national strategy for England that set out new requirements for local authorities, some of which have since been incorporated into legislation in the Environment Act 2021. In addition to these national requirements, Nottingham aims to achieve carbon neutrality by 2028, and waste management and disposal can make a considerable contribution to this;
- (b) the new national requirements include greater uniformity of waste collection to help the public manage waste better; that all councils must provide a food waste collection service by 2026; a national target to recycle 65% of waste by 2035 (in Nottingham currently 24/5% of waste is recycled); for less than 10% of waste to be put into landfill by 2035 (in Nottingham, due to the Eastcroft incinerator, approximately 8% of waste goes to landfill); that all avoidable plastic waste should be eliminated by 2042; and that by 2050 there should be a 'zero-waste society';
- (c) the draft Resources and Waste Strategy will set out the policy framework, objectives, and plans for delivery to achieve these goals, updating the Strategy published in 2010. A public consultation was undertaken between 19 October 2022 and 14 December 2022, including 12 closed questions, ten questions for open comment, and 20 demographic questions;
- (d) the consultation made use of all the communications available to the Council, including the website, posters and leaflets, communications by the Leader, social media, emails to subscribers, and the Nottingham Arrow. It was available on the Engage Hub and in libraries across the City. There were numerous face-to-face sessions, and interested groups, such as the Clean Champions, the universities, and other special interest groups, were directly contacted. As a result, the consultation received 3646 responses, against a prediction of 1000;
- (e) the vast majority of respondents were between the ages of 35 and 65; there was a very low response from citizens under 24. Twice as many females responded as males, which is not reflective of the census data. BAME communities were also underrepresented compared to the census data. There was very little response from residents in HMOs or flats, and responses were uneven across different

wards in the City, with a high number of responses from NG8 and NG5, and a low number from NG1 and NG9;

- (f) in relation to the questions about food waste, 72% of respondents felt there would be no barriers to participation. Of those that did suggest concerns, the main issues were about pests, nuisance, and hygiene;
- (g) in relation to recycling, the survey tested two alternative collection regimes, a fortnightly twin-stream option, with paper and card collected separately from the mingled recycling bin, and a weekly multi-stream option. The survey found a fairly even split between the two options, with no clear correlation between the type of housing and preference for either stream;
- (h) national data suggests that areas with more restricted general waste tend to have better recycling outcomes. Around two-thirds of respondents said they would be able to cope with a smaller residual waste bin. There was no discernible difference between types of housing. There is a clear correlation between the number of people in a household and their confidence in having a smaller general waste bin, but even with five people, 50% still felt they could cope;
- (i) 72% of respondents agree with the objectives and ambitions set out in the draft strategy;
- (j) the draft strategy will be presented to Executive Board on 21 March 2023. The team are hoping to broaden consultation to look at fly-tipping and litter, and look into how to further engage and educate citizens, particularly among groups underrepresented in the survey.

During the subsequent discussion and in response to questions from the Committee, the following points were made:

- (k) the Committee congratulated the team on the high response rate for the consultation, noting that it attracted more responses than the Broadmarsh consultation;
- (l) analysis of the data produced through the consultation has not been fully completed, so it has not been possible to finalise the draft strategy yet. When finalised, the strategy will set the Council's objectives and the framework within which specific delivery plans will be developed and implemented, taking account of further learning about the specific needs of particular areas and groups;
- (m) the low response rate from young people, BAME communities, and residents of flats and HMOs is a concern. The team undertook targeted work with the universities and multi-faith groups to try to improve response rates, and attended the Landlord's Forum to promote the consultation among landlords and their networks as part of the measures to reach renters, but further work is needed to ensure plans are appropriate for citizens in those groups;



- (n) the team attended the Disability Awareness Group as part of the consultation. It is important to look at the responses from disabled citizens, and make sure changes are implemented in an appropriate way, taking account of how service plans may need to adapt for different kinds of disabilities. Specific data about responses from disabled citizens was not included in the presentation, but this data is available and will be shared with the Committee;
- (o) education and communication will be a crucial part of the implementation of any new strategy. There remains a lot of confusion about what can be recycled in the current scheme, and there are parts of the City that have issues with waste, where residents will need special help to understand the new system. There are plans for a trial of food waste collections in some areas beginning in March, which will provide an opportunity to test this. There is a leaflet prepared in multiple language, and the team will trial different methods of communication, including knocking on doors when the caddies are delivered;
- (p) some of the data on the distribution of responses needs to be checked. The low level of recorded responses from NG11 is surprising, given discussions about the consultation on local community group social media pages. Hyson Green and Arboretum are recorded as being NG8 instead of NG7, and Clifton is recorded as being NG1 and NG9 instead of NG11;
- (q) the different rates of response from different areas means further work will need to be done to make sure the results are representative of the City as a whole. The team hope to continue to build on the consultation with further engagement as plans start to be put into place at a ward level;
- (r) due to data protection concerns, respondents were only asked for the first part of the postcode. This can elide differences between areas that come under the same postcode, such as in NG5 which covers both Sherwood and Top Valley. Further consultation might utilise a drop-down option or find other means to specify the particular area without the data protection concerns from recording a full postcode;
- (s) the Environment Act 2021 requirements, to introduce food waste collection and standardise recycling collections, apply to commercial waste management operators such as Enva and Biffa as much as to local authorities;
- (t) the team are studying Oxford, where there is a high percentage of flats and good recycling outcomes. Officers met Savills on 08 February 2023 to look at plans for the Victoria Centre flats. Progress on waste management has already been made in flats across the City, with refurbished bins provided for free, adapted inspection regimes, and the phasing out of 140,000 orange plastic bags over the last two years;
- (u) some management agents have been critical of the plans as they would have to provide receptacles for recycling. Others have responded more positively. The consultation did not involve a specific drive towards management agents, but engagement with them will be key as the team develop plans for specific areas.

The waste management team have been meeting with Nottingham City Homes on a regular basis, and it would be useful to have their feedback recorded as an official response;

- (v) the Council started a food waste collection scheme in 2007, but it was removed in response to budget pressures. It had been positively received by lots of citizens, so it is a positive that this is now in legislation and has to be introduced by 2026;
- (w) with the results showing twin-stream and multi-stream recycling regimes broadly equal in popularity, both options may be implemented in different areas. Work is underway to firm up the business case, and make sure that bespoke recycling regimes are consistent with the Medium-Term Financial Plan (MFTP);
- (x) there may be financial support available to local authorities from Government to enable requirements to be delivered. East Midlands devolution may open up opportunities for partnerships providing economies of scale;
- (y) a high-level Citywide financial analysis of the twin-stream and multi-stream recycling options was undertaken as part of the Options Appraisal, and the difference in cost was not huge. It may not necessarily be more expensive to run two different systems. Multi-stream improves the quality of recyclable material collected, and their value in the market may offset collection costs. Prices can be volatile however, following global markets, so an element of risk does sit with local authorities. This analysis will be refined as the action plan is developed;
- (z) it will be crucial to design the action plan around what works locally for Nottingham, in a cost-effective way, and around what resources are available locally, tied to a strong plan of engagement and education;
- (aa) residents would not be able to pick between the two different recycling options on a house-by-house basis. The hypothesis had been that housing type would correlate with preference for different streams, but that was not supported by the consultation, so that will have to be rethought;
- (bb) it is important to recognise that in many areas, Nottingham residents can be transient. If there is too much variation in collection regimes it may be confusing for residents moving within the City, as is the case when residents move across the borders between local authorities currently, and if data is collected at a very localised level it may be quickly outdated as residents change;
- (cc) the poor response rate from younger people is disappointing. The Council is developing a student strategy to tackle noise and problems with waste management. Students may not necessarily be interested in a long-term strategy in Nottingham specifically as they may not live in the City after their studies have finished. Framing the questions around the climate and environmental impact may be one way to engage younger people;

(dd) the strategy could be delayed to allow time for more consultation with underrepresented groups, and presented at the Executive Board in September instead of March. However, the Improvement and Assurance Board expect the Council to work at pace, and it was agreed that a delay would have more disadvantages than advantages:

- i. the team need to develop business cases for implementation, which will feed into the MTFP process starting around June/July;
- ii. time is critical as the Council has three years to become compliant and adapt 120,000 properties to the requirements of the new legislation;
- iii. a delay may cause momentum to be lost in terms of engagement, as citizens will be expecting news about further plans after the consultation;
- iv. after 2030 the Council will need a new contract for the disposal of residual waste, and the strategy will need to be in place to work on that.

(ee) a cohesive, nation-wide system of waste management would be positive, and reduce confusion caused by having different recycling policies in different areas. This has not so far been taken up by Government, so it is difficult to have cohesive plans beyond more than one authority. East Midlands devolution may allow for consistency of collection regimes across a much larger geography.

**Resolved to recommend to the Portfolio Holder for Energy, Environment and Waste Services:**

- 1) Circulate data for NG11 to Committee members;**
- 2) Circulate data from citizens with disabilities to Committee members;**
- 3) 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;**
- 4) To place emphasis on the education of residents around the proposals, as a crucial element in the success of the strategy;**
- 5) Circulate feedback from Nottingham City Homes in terms of the how the proposed strategy impacts estate management;**
- 6) To investigate how more granular data can be collected in any further consultation, rather than just the first part of the postcode.**

The Committee considered the Budget Consultation responses from the Overview and Scrutiny Committee held on 4 January 2023, the Health and Adult Social Care Scrutiny Committee held on 12 January 2023, and the Children and Young People Scrutiny Committee held on 26 January 2023, which have been compiled into one report for submission to Executive Board.

**Resolved to note the report compiling the Scrutiny response to the Budget Consultation for submission to Executive Board.**

### **63 Recommendation Tracker**

Noted.

### **64 Work Programme**

8 March 2023 will be the last meeting of the Overview and Scrutiny Committee this term as there will not be a meeting in April.

The following items will be discussed:

- (a) Nottingham's Carbon Neutral Policy;
- (b) Scrutiny Action Plan Update;
- (c) Future Scrutiny Arrangements;
- (d) Work Programme 2023-24 Development;
- (e) Recommendation Tracker.

**Overview and Scrutiny Committee  
8 March 2023**

**Nottingham's Carbon Neutral Policy**

**Report of the Statutory Scrutiny Officer**

**1 Purpose**

- 1.1 To consider performance against the Council's Carbon Neutral Action Plan in the delivery of priorities to enable Nottingham to be the first UK city to be carbon neutral by 2028.

**2 Action required**

- 2.1 The Committee is asked to
- (a) use the information provided to inform questioning and scrutiny of the progress against targets
  - (b) make recommendations where appropriate
  - (c) identify any potential areas for further scrutiny activity for inclusion on the work programme.

**3 Background information**

- 3.1 In 2019 the Council, along with key partners, published the Carbon Neutral Charter, followed by the Council establishing its Carbon Neutral Action Plan in 2020, with the aim of Nottingham becoming the first UK city to be carbon neutral by 2028.
- 3.2 The Plan is reviewed annual to ensure that it remains valid and allow the latest research, technologies and regulations to be incorporated, as well as for learning from previous actions.
- 3.3 The Plan prioritises carbon reduction measures, which are broken down into 5 chapters for activity:
- Transport
  - The Built Environment
  - Energy Generation
  - Waste and Water
  - Consumption
- 3.4 Within each chapter, the plan identifies key objectives for achieving carbon neutrality and provide timescales for implementation as follows:

- (a) short term: actions that could start immediately with the aim to complete them within the first three years of the plan (2020 – 2022)
  - (b) medium term: actions which require further development to be implementable within years three to six of the plan (2023 - 2025)
  - (c) long term: actions that have dependencies or require substantial development to be implementable within the final three years of the plan (2026 - 2028)
- 3.5 The Portfolio Holder with responsibility for Energy, along with relevant colleagues, will be in attendance at the meeting to discuss the Plan and performance.
- 3.6 The Committee will need to use the information provided at the meeting to identify if any further scrutiny on specific elements is needed, or if any recommendations should be made.
- 3.7 A briefing note from the Carbon Neutral Team is attached for consideration.

#### **4 List of attached information**

- 4.1 Briefing note from the Carbon Neutral Team.

#### **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 Carbon Neutral Charter
- 6.2 Carbon Neutral Action Plan

#### **7 Wards affected**

- 7.1 All.

#### **8 Contact information**

- 8.1 Laura Wilson  
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**Overview and Scrutiny Committee  
8 March 2023**

**Carbon Neutral Nottingham 2028**

**1 Purpose**

- 1.1 To provide an update on the progress being made towards the ambition for Nottingham to become the first UK city to be carbon neutral by 2028 with a particular focus on how delivery is being measured, partnership working and residents' behaviour change activities.

**2 Action required**

- 2.1 To note the report and consider how actions to reduce carbon emission reduction form a part of everything the Council does.

**3 Background information**

- 3.1 The impact of the global climate crisis is accelerating. We are seeing more and more devastating extreme weather events such as flooding and heatwaves around the world and closer to home. The cause of this is undoubtedly the ever increase levels of carbon dioxide (CO<sub>2</sub>) produced by the burning of fossil fuels by humans.

In 2019, the City Council along with key city partners such as the Universities and the NHS published the Carbon Neutral Nottingham 2028 (CN28) Charter to achieve carbon neutral by 2028 and tackle climate change across the city. This ambition was subsequently included in the Council's Council Plan published that year. In 2020, the Council declared a Climate and Ecological Emergency and began delivery of the city wide CN28 action plan. In order to effectively manage the plan, an officer level Programme Board was formed along with a Strategy Board, chaired by the Executive Portfolio Holder for Energy, Environment & Waste Services to which the Programme Board reports. This internal groups are supplemented by the Nottingham Green Partnership which provides input contributions from the wider city organisations and partners.

Becoming the first city in the UK to be carbon neutral brings significant benefits to all aspects of living, working and visiting our city. A carbon neutral city results in a cleaner, healthier environment for us all and creates opportunities to live and work in a more sustainable and healthy way.

Our ambition for the city to be carbon neutral by 2028 is based on five key objectives:

- Significant reductions in CO<sub>2</sub> emissions arising from key areas such as transport, our built environment and energy generation

- Offsetting any residual CO<sub>2</sub> emissions through a range of actions including tree planting
- Making the city more resilient and better adapted to the adverse impacts of the climate crisis such as flooding
- Improving the city's natural environment
- Adopting a 'carbon neutral by design' ethos in all we do as a Council.

The key activities to achieve CN28 include:

- Reducing commuting by petrol/diesel cars, increasing active travel, developing clean freight
- Using more renewable energy, improving building efficiencies, developing sustainable procurement
- Developing a local low carbon energy supply
- Reducing waste, increasing recycling, reuse and energy from waste production
- Improving water supply efficiency and demand
- Increasing local low carbon food production, reducing consumption of high carbon products, reducing food waste
- Offsetting emissions e.g. tree planting, improve land management
- Improving natural habitats, increasing woodland, more natural features in new developments, becoming a bee/pollinator friendly city
- Reducing flood risk, making services adaptable to climate change.

### **The Story So Far**

We are now coming to the end of the 3<sup>rd</sup> year of delivery of the action plan. In this time, the city has delivered a number of key activities which include:

- The City being considered one of the top 122 world cities for climate action (Carbon Disclosure Project)
- 1,700 city residents have signed up to Green Rewards app whose actions have avoided over 70t of CO<sub>2</sub> going into the atmosphere
- City Council is now a bronze accredited carbon literate organisation
- Over 50% of the Council's vehicle fleet is now ULEV
- Nottingham has the highest number of EV charge points per head of population for any UK core city and well above the national average
- 30% buses operating in the city are biogas or electric, with £15m funding secured this year for 78 new electric buses and charging infrastructure for NCT
- Since 2012, over 7,000 social and private hard-to-treat homes have been insulated; over 4,000 social housing properties have solar panels



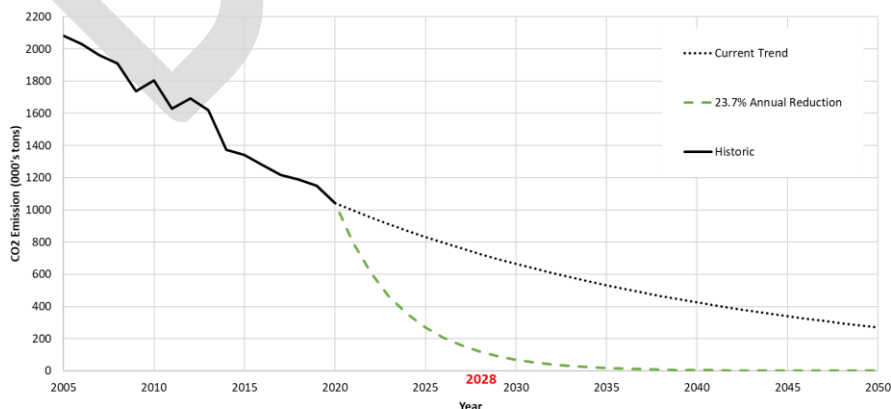
- In 2020, secured over £13m funding for domestic energy efficiency retrofits and with over 1,200 homes included in the domestic retrofit programme
- Over 24,000 new trees planted since 2019/20 (50,000 by 2023). 9,000 in last 12 months. When these are fully grown, they are capable of removing approximately 500k tonnes of CO<sub>2</sub> every year

This is not just about what we as a Council do. The contribution of the wider city is critical to achieving the ambition. This is demonstrated by the following achievements:

- The University of Nottingham and Nottingham Trent University (NTU) are among the top 5 most sustainable universities in the world
- Nottingham City Hospital is replacing its coal fired boilers saving 800t CO<sub>2</sub>e per year
- Nottingham Universities Hospital NHS Trust launched their NHS Green Plan in April to become net zero by 2040
- Free carbon literacy training is being offered to Nottingham city businesses as part of a collaboration between the Nottingham BID and NTU
- Nottingham Contemporary developing carbon budgets for their exhibitions and looking at improving building energy efficiency
- Nottingham Justice Museum recently received Arts Council funding for energy building efficiency improvements at Shire Hall

### Measuring Delivery

The key overall measurement of delivery is provided by annual figures provided by the Department for Business, Energy and Industrial Strategy (BEIS). The latest data (2020) shows that, since the baseline year (2005), Nottingham has reduced its overall CO<sub>2</sub> emissions by **49.96%** which is just over 1m tonnes of CO<sub>2</sub>. These reductions put the city in the top 10% of all local authorities for emissions reduction. A 57.7% reduction in per capita emissions makes Nottingham the highest for any UK core city.



## **Working in Partnership**

Achieving carbon neutral by 2028 is something that cannot be achieved by one organisation alone. The Council is directly responsible for approximately 3% of the city's CO2 emissions so it is imperative that all business, organisations, workers, residents, and visitors to the city play their part. Key to this is collaboration and the Council is at the heart of this.

The Council works with key city partners through the well-established Nottingham Green Partnership was 30 years old this year having formed in 1992. The partnership, chaired by one of the partners at Browne Jacobsen Solicitors works across the city to develop, share and encourage businesses and organisations to work together to deliver carbon reduction strategies. The partnership consists of nearly 30 organisations includes both Universities, charities, Boots-Walgreen, SMEs and other interested bodies and agencies Sustrans. The partnership works together on tackling key issues in the city and recently formed a number of task and finish groups to look at the circular economy, adaptation, the supply chain and formation of a citizen's assembly.

In 2021, we started the 'We Support CN28' campaign for businesses. This allows any Nottingham based business or organisation to show its support for the CN28 ambition by signing up to the pledges outlines in the City's Carbon Neutral Charter. They are provided with a series of especially designed logos to use on any promotional material, vehicle livery, email signature etc. The Council then work with them on an ongoing basis to help explore ways in which you could reduce their carbon footprint and visibly promote them as a supporter of CN28 in Council communications and marketing. To date, over, 45 organisations were signed up.

## **Awareness & Behaviour Change**

Key to any shift in behaviour is providing sufficient and pertinent information to help people understand why the change is needed and what they can do to help across all sectors. We produce a monthly CN28 newsletter which now has over 1,800 subscribers providing news, tips, and advice on reducing carbon emissions in the workplace and at home. The City Council extensively uses social media to get key messages and information across as well as setting challenges to encourage people to change their habits in often fun and engaging ways. To date, CN28 on Twitter has over 1,300 followers and 700 follow the CN28 Facebook page.

## **Working with Residents**

The City Council is working in partnership with other Nottinghamshire district councils to develop and promote citizens use of a sustainability and wellness app called Green Rewards, which is designed to encourage carbon reduction behaviours through a reward scheme. The app was launched in October 2021 and has been successfully rolled out

with over 4,000 Nottingham and Nottinghamshire households signed up and engaging in sustainable behaviours. In this time, users have logged over 62,250 individual actions equating to over 148 tonnes of CO<sub>2</sub> avoided.

In 2021, we developed the Green Light In The City project with a number of partners and was formed to develop 'popup' spaces in empty retail premises in shopping areas which provide a focus for creativity and engagement with City residents and visitors with key local issues particularly those in relation to climate change and sustainability. The first phase of this project set up such a space in Bridlesmith Gate in November 2021 for three months engaging well over 600 visitors.

We also recently developed an interactive project called Hello Lamppost with the University of Nottingham which allows a virtual conversation to be had with regular street furniture on climate change.

#### **4 List of attached information**

4.1 None

#### **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 [Carbon Neutral 2028 Action Plan](#)

5.2 [Carbon Neutral Charter](#)

#### **7 Wards affected**

7.1 All

#### **8 Contact information**

8.1 Wayne Bexton, Director for Environment & Sustainability –  
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8.2 Angie Lillistone – Head of Carbon Reduction Projects and Policies –  
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8.3 Chris Common, Carbon Neutral Policy Manager –  
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**Overview and Scrutiny Committee  
8 March 2023**

**Scrutiny Action Plan Update**

**Report of the Statutory Scrutiny Officer**

**1 Purpose**

- 1.1 To consider the update on progress against the Scrutiny Action Plan.

**2 Action required**

- 2.1 The Committee is asked to note and comment on the progress made in delivering the outcomes in the Scrutiny Action Plan

**3 Background information**

- 3.1 At its meeting on 6 October 2021 the Committee approved the Scrutiny Action Plan in response to the Centre for Governance and Scrutiny's (CfGS) report and recommendations following its review of scrutiny at Nottingham City Council earlier in the year.
- 3.2 A progress update was provided at the meeting on 9 March 2022, which included the approval of the Scrutiny Protocol.
- 3.3 The Action Plan is attached to the report, with a status column included, to update the Committee on whether the actions have been achieved or are still in progress. In relation to the actions not currently completed:
- (a) Role descriptions for the Chair and Vice Chairs have been included in the Constitution. Scrutiny Committee Member job descriptions will be included in the induction pack for Councillors post-election, prior to Committee appointments being made
  - (b) The development programme developed in response to the CfGS has been delivered, but further development work will be undertaken as part of the induction process for new Councillors
  - (c) The recruitment of additional staff to support scrutiny has been included as a growth item in the 2023/24 budget
  - (d) The internet and intranet pages will be reviewed and updated prior to the commencement of the new municipal year. This target has slipped due to capacity within the team (see (c) above)
  - (e) Further discussion is required regarding Scrutiny Chairs and Scrutiny officers being invited to attend Executive Panel on a regular basis for a discussion on how recent scrutiny items have

impacted and added value and to identify future areas that Scrutiny could support, as monthly attendance at Leadership Group is currently taking place

- (f) Regular meetings between scrutiny chairs and scrutiny support officers, officer leadership, and the lead Portfolio Holder to oversee engagement of the scrutiny committees with key corporate issues and 'trouble shoot' any barriers or challenges has been partially achieved because there is no definite Corporate Director or Portfolio Holder for the Overview and Scrutiny Committee because of its broad remit. The regular meetings do take place for the Health and Adult Social Care Scrutiny Committee and the Children and Young People Scrutiny Committee
- (g) The possibility of re-establishing joint health scrutiny arrangements with Nottinghamshire County Council to share, and make best use of available resources was discussed with the County but it was not felt to be the right time and will be revisited post-election.

#### **4 List of attached information**

4.1 Scrutiny Action Plan.

#### **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 Centre for Governance and Scrutiny report on the review of scrutiny of Nottingham City Council.

6.2 Scrutiny Action Plan report and minutes at the Overview and Scrutiny Committee on 6 October 2021.

6.3 Scrutiny Action Plan report and minutes at the Overview and Scrutiny Committee on 9 March 2022.

#### **7 Wards affected**

7.1 All.

#### **8 Contact information**

8.1 Laura Wilson  
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0115 8764301  
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## Improvement Action Plan to respond to the recommendations of the Centre for Governance and Scrutiny Review of the Scrutiny Function

As part of the Council's recovery and improvement activity, the Centre for Governance and Scrutiny (CfGS) was commissioned to review the Council's overview and scrutiny function to identify areas for improvement and make recommendations on how those improvements could be made. Council accepted the CfGS report at its meeting on 13 September 2021, and delegated responsibility to the Overview and Scrutiny Committee to develop and oversee implementation of an action plan to respond to the recommendations and address the issues raised in the report. This action plan sets out the actions to be taken to respond to those recommendations.

To succeed, the action plan is dependent on the Council having a culture which welcomes and is open to scrutiny, alongside scrutiny itself being more effective in how it works. The Action Plan encompasses actions which will support Executive and Scrutiny Members and senior officers in owning and driving these improvements. Accountability for delivering the Action Plan should be viewed as a whole Council responsibility.

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
1. Repurpose Scrutiny	To be effective, Scrutiny needs to be put on a recovery footing to fully align and integrate into the corporate plans for recovery. This should last for twelve months, then subject to further review. We believe this recovery can be achieved within the existing scrutiny structure of three committees. It will however require a refresh of scrutiny's	Scrutiny Chairs Leader Executive Chief Executive	A review of the existing work programme will be undertaken immediately.  Work programmes for 2021/22 were developed with knowledge of the findings of the CfGS review, the work programmes will now be reviewed to have a clear focus on the Council's recovery and improvement activity, including transformation, financial challenges and the impact on citizens.	Scrutiny Chairs Scrutiny Support Officers  With support from: Executive CLT	Ongoing but initial review of work programmes to be carried out prior to October 2021 committee meetings.	<b>Completed</b>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	purpose and role. This should entail a twelve month focus on financial, and commercial challenges confronting the Council, service delivery within a tighter financial envelope and the risks involved achieving this at pace. It will also require a realignment between Audit and Scrutiny.		<p>Work programmes kept under ongoing review, with regular input sought from the Leader/ Executive, CLT and Chair of Audit Committee to help identify opportunities to add the greatest value and inform decisions about the specific focus for scrutiny.</p> <p>Key points for financial scrutiny identified throughout the year, including proposals for savings, in-year delivery, financial management. Scrutiny chairs co-ordinate financial scrutiny activity across the committees.</p>		<p>Immediate and ongoing</p> <p>Timescales and focus for MTFP scrutiny agreed with Corporate Director and Portfolio Holder in September, and co-ordination between committees agreed by chairs in September.</p>	<p><b>Completed</b></p> <p><b>Ongoing</b></p>
2. Openness to Scrutiny	The current fault lines within Scrutiny include culture and behaviour, governance and structure, capacity and capability. These all need to be	<p>Leader Executive</p> <p>Supported by: Chief Executive, CLT</p>	New Scrutiny Protocol developed in line with the new Constitution and newly adopted Councillor/ Officer Protocol. Protocol to include access to information;	Scrutiny Chairs Scrutiny Officers Executive CLT	Draft protocol to be taken to the Overview and Scrutiny Committee meeting on 5 January 2022	<b>Completed</b>



Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	addressed as a whole Council matter. Change needs to impact further on culture and behaviours. Officers and Members need to be completely confident that sharing information in an open and transparent way, or challenge and constructive criticism is accepted and without reproach. This may be helped by a new protocol that sets out expectations and norms, including access to information.		expectations in relation to engagement with scrutiny, provision of information and attendance at meetings; expectations in relation to response to, and implementation of recommendations; and referrals to scrutiny.			
3. Prioritisation	Scrutiny work programmes need to be refocused almost exclusively on topics that address and support the Council's recovery plan. For the	Scrutiny chairs  Supported by: Executive and CLT and scrutiny officers	Scrutiny work programmes to be re-reviewed immediately to ensure a focus on the Council's recovery and improvement activity, including transformation, financial challenges and	Scrutiny Chairs  Supported by: regular engagement with the Executive and CLT	Ongoing but initial review of work programmes to be carried out prior to October 2021 committee meetings.	<b>Completed</b>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	<p>foreseeable future we would recommend that the Scrutiny work programme focuses on finance, the improvement plan and service transformation. Additional items should only be added where the Members are confident of scrutiny making an impact through their recommendations. Whilst maintaining Scrutiny's independence, work programmes should not entirely reflect Member preference, but be designed in consultation with the Council. For transparency and to provide further oversight, we recommend that the work programme is shared with the Improvement and</p>		<p>the impact on citizens. Each meeting of the Overview and Scrutiny Committee to focus on a specific aspect of the Recovery and Improvement Plan.</p> <p>Regular meetings set up between scrutiny chairs and scrutiny support officers, officer leadership, and the lead Portfolio Holder to oversee engagement of the scrutiny committees with key corporate issues and 'trouble shoot' any barriers or challenges.</p> <p>Scrutiny Chairs and Scrutiny officers to be invited to attend Executive Panel on a regular basis for a discussion on how recent scrutiny items have impacted and added value and to identify future areas that Scrutiny could support.</p>		<p>CLT already receive the scrutiny work programmes for information/consideration</p> <p>Oversight and engagement meetings to commence from October 2021</p> <p>To commence from December 2021</p>	<p><b>Partially achieved</b></p> <p><b>TBC</b></p>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	Assurance Board (IAB), during the period that the Board is in place.					
4. Meeting Agendas	Scrutiny committee agendas (across all committees) should be limited to two substantive items with recovery and service transformation as the focus – informed by a clear understanding of the Council’s current financial situation and ongoing plans. This requires a change of emphasis and ‘parking’ many of the current issues. This is particularly important for areas of high spend and high risk, such as health and care, children and oversight of external commercial interests. To	Scrutiny chairs	<p>Committee meetings limited to two substantive items, where possible. Each meeting of the Overview and Scrutiny Committee focused on a specific aspect of the Recovery and Improvement Plan and/or financial scrutiny. This will be achieved via the re-reviewing of work programmes and regular engagement with the councillor and officer leadership (see recommendation 1).</p> <p>The committee responsible for health scrutiny renamed the ‘Health and Adult Social Care Scrutiny Committee’ to highlight its remit in relation to adult social care.</p>	<p>Scrutiny Chairs</p> <p>With input from: Scrutiny committee members Executive CLT Senior officers</p>	<p>Immediate and ongoing</p> <p>Change of name of the health scrutiny committee agreed to commence from 1 October 2021.</p>	<p><b>Completed</b></p> <p><b>Completed</b></p>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	accommodate this, health scrutiny needs to gain a greater focus on social care and a stricter prioritisation of health-related scrutiny topics.		Regular meetings between Chairs of Committees and Portfolio Holders to ensure awareness of priorities and where scrutiny can add value, informing the work programme.		Immediate and ongoing	<b>Partially achieved</b>
5. Parity of Esteem	We suggest that Scrutiny needs to be elevated in its role and should be led by Scrutiny Chairs having greater authority within the council. This could partially be achieved through a rebalancing of Special Responsibility Allowances (SRAs) between Executive Members and Scrutiny Chairs to signal a change in recognised parity. This would give a clear indication that Scrutiny is an equal partner in the	<p>Whole Council</p> <p>Leader Chief Executive Statutory scrutiny officer</p> <p>Supported by: Cabinet, Scrutiny Chairs</p> <p>Involving: All councillors, officer leadership and scrutiny support officers</p>	<p>The development of the Scrutiny Protocol will provide an opportunity to set a culture which values scrutiny and the value that it adds. It will set out how this will be demonstrated through the actions of the Leader and Executive.</p> <p>The Council does not agree that a review of SRA's is appropriate at this time. Parity of esteem is about more than this.</p> <p>Action will be taken internally to ensure scrutiny forms a visible part of council policy making and oversight</p>	<p>Leader Executive Scrutiny Chairs Statutory Scrutiny Officer Scrutiny support officers</p>	<p>Internet and intranet pages reviewed by end of November 2021</p> <p>Review of presentation of scrutiny recommendations to form part of development of Protocol – to be completed by January 2022 (see recommendation 2).</p>	<p><b>Partially achieved</b></p> <p><b>Completed</b></p>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	governance process. It would diminish the often-held view that scrutiny is inferior to Executive positions.		<p>including how items are subject to scrutiny review, liaison between officers and executive members and how scrutiny recommendations are presented and considered by the Executive.</p> <p>Increased visibility of the Statutory Scrutiny Officer amongst councillors and CLT, achieved through attendance at meetings, via training and intranet presence etc.</p> <p>Scrutiny Chairs and Scrutiny officers to be invited to attend Executive Panel on a regular basis for a discussion on how recent scrutiny items have impacted and added value and to identify future areas that Scrutiny could support.</p>		<p>Statutory Scrutiny Officer to attend CLT and Leadership once a month to discuss the work programme and identify any forthcoming matters. From October onwards.</p> <p>From December 2021 onwards</p>	<p><b>Completed</b></p> <p><b>TBC</b></p>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
6. Democratic Accountability	Committee meetings should comprise mainly of holding Executive Members, or where appropriate, the Leader to account, supported by officers. The emphasis is therefore on a strategic holding to account for progress and executive decisions that are driving essential change and recovery. Scrutiny's motive needs to be focused on helping to drive and improve, or to test the management of risk and quality of intended outcomes. Care will need to be taken that this political accountability does not become a space for generalised questioning –	Lead accountability: Leader  Involving: Executive Members	On request, Executive Members to attend scrutiny committee to be held to account and involved in discussions on their portfolio.  Expectations of informal and formal engagement to be developed as part of the Scrutiny Protocol.	Scrutiny Chairs Scrutiny Support Senior Officers	Cabinet Members invited to attend appropriate items with immediate effect  Protocol by January 2022	<b>Completed</b>  <b>Completed</b>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	preparation and focus is essential.					
7. Chair and Member skills	Scrutiny Members needs to be upskilled and have greater confidence to challenge, explore and intercede. We recommend that a job description is prepared for the Chair, Vice Chair and Committee Member roles and that Chairs receive specialised 1-2-1 coaching and mentoring to build skills, experience, confidence and capacity in leading Scrutiny. For all Committee Members, there should be mandatory development and training. The aim should be for scrutiny to be a credible, sought after position, particularly from	Lead accountability: Statutory Scrutiny Officer  Group Leaders	Job descriptions to be co-designed with Executive, Scrutiny Members and officers.  To be shared with political groups to support identification of individuals for specific roles and, where appropriate, identify skill gaps.  Programme of bespoke mandatory training reflecting the current position in terms of improvement and recovery including: <ul style="list-style-type: none"> <li>• Purpose of scrutiny during improvement period</li> <li>• Scrutiny skills training e.g. questioning skills; understanding of scrutiny powers; making evidence-based recommendations</li> </ul>	Statutory Scrutiny Officer Scrutiny Support Officers  With input from: Scrutiny Chairs and Executive Members	Job descriptions to be written by December 2021             Initial training delivered within three months, and ongoing support for chairs	<b>In progress</b>             <b>Completed and ongoing</b>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	Members with the necessary		<ul style="list-style-type: none"> <li>Develop bespoke scrutiny chair development plan which could include coaching and mentoring</li> <li>Funding for external training and support to deliver this procured from the Transformation and Improvement Fund.</li> <li>Engagement of Scrutiny Chairs and member in national and regional scrutiny networks and activities</li> </ul>			
8. Executive and Officer Skills	Executive Members would benefit from additional training and support regarding their role in working with Scrutiny, opening themselves to scrutiny and getting the best out of the scrutiny and accountability experience.	Leader  Executive councillors and senior/ key officers	<p>Executive members and CLT to be involved in the development of the protocol and training needs agreed and identified through this facilitated process.</p> <p>Training developed and delivered to relevant officers, linked to the new Scrutiny Protocol and wider training to</p>	<p>Statutory Scrutiny Officer/ Scrutiny support officers</p> <p>Supported by: Executive Members CLT</p>	<p>To be linked to development of Protocol – to be completed by January 2022 (see recommendation 2)</p> <p>Facilitated workshop to take place November 2021</p>	<p><b>Completed</b></p> <p><b>Completed</b></p>



Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	Reinforcing the whole council approach to scrutiny, training and briefings should also be considered for officers.		improve governance and decision making.			
9. Information and expertise	Scrutiny needs to build greater expertise and insight, especially on the more technical aspects of finance, commercial activities and transformation. We suggest Scrutiny makes greater use of independent experts and more officer 'masterclass' style events to build Member knowledge, expertise and confidence. It might also extend its capacity through the managed use of a wider range of scrutiny methods, such as task groups and single-issue inquiry style sessions. To ensure	Statutory Scrutiny Officer	<p>Each Committee to consider its information and expertise requirements when setting the work programme, or if gaps are recognised.</p> <p>Appropriate action to be taken which could include briefings, requesting expert input at meeting, co-opting members etc.</p> <p>Scrutiny Protocol and job descriptions will set out expectations in this area.</p>	<p>Statutory Scrutiny Officer</p> <p>Supported by: Scrutiny support officers Scrutiny chairs</p> <p>Involving: engagement from senior and lead officers for identified issues</p>	<p>Job descriptions to be written by December 2021</p> <p>Immediate and ongoing (see recommendation 1)</p>	<b>In progress</b>

Recommendation	Analysis of the issue by the CfGS	Accountable	Action	Delivery of Actions	Timescale	Status
	satisfactory access to information, there may need to be a refresh of scrutiny's powers.					
10. Scrutiny Support Capacity	Scrutiny relies on effective support from officers, particularly as investment is made to repurpose and raise standards. Currently there are inherent risks in the size of the officer core and the Council should consider increasing officer capacity and considering if training and development is needed.	Statutory Scrutiny Officer Chief Executive CLT	Decision to be taken on whether funding is available for additional scrutiny resource.  Opportunities for re-establishing joint health scrutiny arrangements with Nottinghamshire County Council to share, and make best use of available resource to be explored.	Statutory Scrutiny Officer Scrutiny support officers  Involving: Chair of Health Scrutiny Committee and scrutiny support officer	Decision on additional scrutiny resource by December 2021  Enable any agreed arrangements to be in place for municipal year 2022/23	<b>In progress</b>  <b>Revisit post-election</b>

**Overview and Scrutiny Committee  
8 March 2023**

**Work Programme 2023/24 Development**

**Report of the Statutory Scrutiny Officer**

**1 Purpose**

- 1.1 This report outlines a proposed approach to support the Committee's discussions on its work programme for the next Municipal Year. It also outlines the issues identified by the Committee to be considered for inclusion on the work programme.

**2 Action required**

- 2.1 To discuss items to be included on the Committee's 2023/24 work programme by following the process outlined below.

**3 Background information**

- 3.1 The review of Overview and Scrutiny, undertaken by the Centre for Governance and Scrutiny (CfGS) in 2021 as part of the Council's wider governance improvement work, identified the need for a more focussed work programme for the committee, focused on priority areas of work and on areas where scrutiny could make a meaningful contribution. The Committee previously attended a training session on the subject facilitated by the CfGS.
- 3.2 The Committee has previously identified the items outlined in the table attached as Appendix A for potential inclusion on the work programme. The list also includes items suggested at meetings with senior Executive Councillors and senior officers.
- 3.3 At the CfGS training session the following principles were identified in relation to work programme planning:
- 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

It is recommended that the Committee applies these principles when deciding on the items to include in its work programme. In order to support this a flowchart, identifying a prioritisation process to be applied to each proposed item, is attached as Appendix B. It is recommended that, having applied the prioritisation process to each item, those identified as green are included on the work programme, those identified

as amber are held by Scrutiny Officers on a reserve list and those identified as red are rejected.

3.4 The Committee is therefore asked to:

- consider whether it wishes to continue to invite the Leader to the meetings he is available to attend to receive verbal updates on the Together for Nottingham Plan progress
- review the table of potential work programme items, applying the prioritisation process to them, and decide whether to include them in the 2023/24 work programme
- identify any additional items, not previously identified, and apply the same prioritisation process before agreeing whether to include them in the 2023/24 work programme.

3.5 It should be noted that the Overview and Scrutiny Committee's work programme is intended to be flexible and items may be added and removed as the year progresses as required.

#### **4 List of attached information**

4.1 Appendix A – Table of Potential Work Programme Items

4.2 Appendix B – Prioritisation Process to be applied to potential items

#### **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 None.

#### **7 Wards affected**

7.1 All.

#### **8 Contact information**

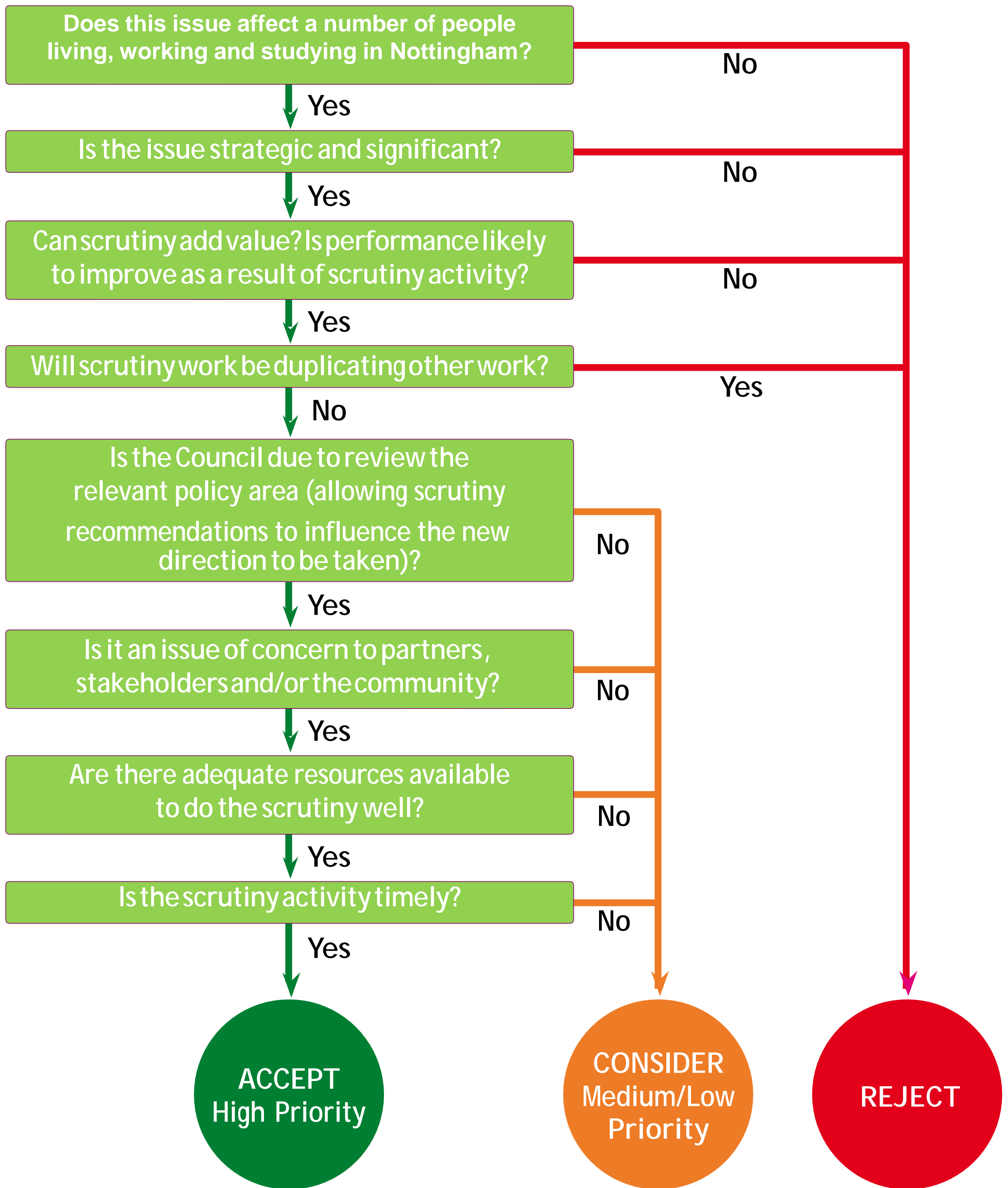
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Potential Work Programme Items

Item	Focus
Crime and Drugs Partnership	To consider information on the current work of the Crime and Drugs Partnership and performance against the Crime and Drugs Partnership Plan
Council Plan Progress Monitoring	How is the Council Plan being monitored? How is the Council ensuring that key indicators are being managed and monitored? Is it being delivered within budget?
IAB Updates	To be confirmed
Consultation requirements and process	To be confirmed

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# Nottingham City Council Scrutiny Prioritisation Process



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**Overview and Scrutiny Committee  
8 March 2023**

**Recommendation Tracker**

**Report of the Statutory Scrutiny Officer**

**1 Purpose**

- 1.1 To consider the responses to the recommendations made at the December 2022 and January 2023 meetings of the Committee.

**2 Action required**

- 2.1 The Committee is asked to
- (a) consider the responses received to date
  - (b) decide whether any further scrutiny/action is required as a result of the responses.

**3 Background information**

- 3.1 A recommendation tracker was established to 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.
- 3.2 As the Committee meets monthly, any responses to recommendations made will be requested to be ready for the meeting 2 months later to give the Executive time to consider the recommendations thoroughly.
- 3.3 The Recommendation Tracker and responses received to the recommendations from the December 2022 and January 2023 meetings are attached for consideration.

**4 List of attached information**

- 4.1 The Overview and Scrutiny Committee Recommendation Tracker 2022/23.
- 4.2 The responses received to the recommendations from the December 2022 and January 2023 meetings.

**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 Overview and Scrutiny Committee minutes from the 2022/23 municipal year.

## **7 Wards affected**

7.1 All.

## **8 Contact information**

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# 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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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

Date of meeting (2.00pm)	Deadline for draft reports	Chair's Briefing (12.30pm)	Deadline for final reports (10.00am)
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 <a href="mailto:laura.wilson@nottinghamcity.gov.uk">laura.wilson@nottinghamcity.gov.uk</a>	Responsible for the collation and distribution of the recommendations after each meeting, and feeding back the outcomes to the Overview and Scrutiny Committee



**Response to the Community Asset Policy  
Recommendation 221207-49-1(a-e)**

**221207-49-1 (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.**

Reference to this is included at section 3 of the Policy. A link to the ACV process on the council's website has been included.

**221207-49-1 (b)**

**To produce and publish a register of assets sold through special purchase arrangements.**

The definition is much wider than community asset transfer and potentially includes any sale of an asset undertaken by the Council but where the potential numbers of sales involved are likely to be very small. This request will be considered outside of this report.

**221207-49-1 (c)**

**To explore whether a register can be created where people can sign up to be notified when an asset is identified for disposal.**

It is the case that we already maintain a mailing list for people interested in acquiring property from the council. There is also an enquiries log maintained for people looking to rent commercial property.

**221207-49-1 (d)**

**To review the process for measuring social value to ensure considerations are made as consistently as possible.**

This work is in hand together with communities colleagues.

**221207-49-1 (e)**

**To consider including a process for appealing against decisions within the policy.**

Related statute and regulation has no requirement for an appeals process and Officers recommendation is not to include one.

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Lord Vernon Coaker  
Chair of Nottingham Crime and  
Drugs Partnership  
Byron House  
Maid Marian Way  
Nottingham  
NG1 6HS

8<sup>th</sup> February 2023

Dear Councillor Gardiner,

I would like to express my thanks to you and the committee for the opportunity to attend the meeting on 4<sup>th</sup> January and speak about the valuable work of the Nottingham Crime & Drugs Partnership.

The partnership and support team undertake valuable work improving safety for the citizens of Nottingham and the scrutiny and constructive challenge offered by the committee will no doubt be of benefit as we continue these endeavours in the coming years.

The committee have provided an excellent set of recommendations and I have addressed each of these in turn below.

**To look at how joint working with bordering Local Authorities can be strengthened to improve services**

- A programme of joint working between the CDP and Safer Nottinghamshire Board was developed during 2022. Initially this is focused on modern slavery & exploitation and Prevent, with the intention to consider further areas, such as joint analytical products and communications plans, in the coming years. This work will support the community safety strand of devolution and builds upon well established cross-authority working in relation to substance use, domestic abuse and sexual violence.

**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**

- The Head of Community Safety will arrange a discussion with the relevant Portfolio Holder to discuss the concerns raised in the CDP Strategic Assessment.

**To seek to improve communication with other local and national organisations to share best practice**

- Community Safety staff are part of national forums and discussions, including those managed by the Local Government Association and Core Cities network. As a result of their expertise and experience a number of staff are also members of specialist panels and other arrangements convened by central government departments. The Community Safety service and broader partnership are always open to learning from other areas and specialisms and will seek to maximise these opportunities in future.

**To work to develop a more consistent approach to the response to anti-social behaviour across partners**

- This is a recognised problem and work is underway to develop a more holistic system that better serves the needs of citizens. This is being undertaken with the Office of the Police & Crime Commissioner, Nottinghamshire Police and district and county councils. Further information will be provided as new or revised policies are developed. It is vital to recognise the importance of individuals delivering on the ground at a neighbourhood level and sharing information with each other in real time – this is the essence of local problem solving.

**Ensure that future reports include information on male domestic abuse survivors as well as female**


- Nottingham City Council commission Equation to deliver the service for male survivors in the city. Data in relation to this service is routinely reported both internally as part of contract management and in a partnership setting as part of the joint commissioning arrangements with the OPCC and Integrated Care Board. Equation were not present at the committee meeting and therefore were not asked to provide data. We can of course provide any data or information that is requested – if the committee requires further information on male survivors then this will be supplied on request.

**To provide information on the statistics for drug treatment success rates**

- Information relating to substance use can be found in the latest Public Health Joint Strategic Needs Assessment [here](#). Information relating to treatment outcomes can be found on pages 33-44.

Should you wish to discuss these or any other matters in more detail then please get in touch. Thank you again for the opportunity to attend the committee.

Yours sincerely

A handwritten signature in black ink that reads "Vernon Coaker". The signature is written in a cursive style and is contained within a thin black rectangular border.

Lord Vernon Coaker

Chair of Nottingham Crime & Drugs Partnership

**Responses to the Council's Budget (Medium Term Financial Plan) 2023/24 -  
2026/27 Recommendations 230104-54-1 to 230104-54-5**

**230104-54-1**

**To ensure that the budget consultation is presented to scrutiny committees in December in future years, as is usual practice**

Earlier attendance at Scrutiny will be in our plans for the next budget round.

**230104-54-2**

**To commit to going out to consultation earlier, as is usual practice**

Earlier consultation launch will be in our plans for the next budget round.

**230104-54-3**

**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**

A proposal to withdraw the Shopmobility service with effect from April 2023 was put forward as part of the budget setting process for 2023-24. The withdrawal would presently save the Council £41,000 per annum.

The Public Transport Service Area undertook a consultation process that actively sought feedback on the proposal to close Shopmobility. The consultation took place from 13<sup>th</sup> December 2022 until 27<sup>th</sup> January 2023.

At the time of the consultation starting in December, there were 207 active members registered. 90 (43%) of them are City residents and 117 (57%) are non-City residents. Members were sent a questionnaire or spoken to when using the service, and 42 responses were received.

In addition to service users, a number of organisations were approached, including Nottingham BID, Disability Inclusion Group (DIG), Disability Nottinghamshire, Nottingham Community and Voluntary Service (NCVS) and other Shopmobility operations in Derby, Arnold and West Bridgford.

The key points from engaging other organisations were

- Nottingham BID do not have funds available to run the service.
- Charities and other schemes were approached and, so far, the only one to respond was Derby Shopmobility.

We continue to explore other routes to achieving similar outcomes.

Transferring the scheme to a charity is likely to be very difficult as organisations contacted have not expressed an interest in the taking on the service, and setting up a new charity operation would take a considerable time, having to find willing trustees to manage the organisation and take on responsibility for operating the service. It is very likely that funding will still be required for the on-going maintenance and acquisition of equipment, as well as new rental costs from April 2023, and so

even if a charity could be formed, the proposed saving would be unlikely to materialise. Charging for use would act as a deterrent to some degree, as users already have to pay for any parking over two hours (£4.10), and with an average of five users a day, a model which relied on significant income from the scheme is unlikely to be a viable way forward.

Models established elsewhere that are based on charities and charging have been developed over a long period of time. Based on the above, it is difficult to see a model that can be introduced in the short to medium term that would allow savings to be made and achieve value for money.

The shopping centre receives the benefit of increased custom, so we are keen to explore with them how the service might be maintained with no ongoing cost to the council.

#### **230104-54-4**

##### **To ensure that the necessary levels of senior staff are recruited to and retained in the finance division**

Short term use of interims allows us to develop, consult on and implement an appropriate staffing structure for an improved finance function whilst sustaining capacity for the financial improvements we need to make in short order.

Fundamental to the medium to long term achievement of good financial management, is the redesign of the Finance Service to establish sufficient professionally capable capacity to lead and sustain strong financial discipline which facilitates and enables the Council to deliver services that meet its objectives within available resources and represent value for money. A draft Target Operating Model is in development. This will be developed and taken forward in the coming months with a timeline to develop, cost, implement and recruit to the revised staffing structure as soon as possible during 2023.

In the meantime there will be a continued dependency upon interim staff resources in order to cover vacancies and deliver Business As Usual (BAU) activities such as 2022/23 accounts closure, in year budget monitoring and budget development for 2024/25 as well as to provide additional capacity to deliver on the improvement milestones in the Financial Improvement Plan.

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##### **To actively review fees and charges on an ongoing basis, and in a timely manner**

This is the intention behind the Fees and Charges work – to provide a ‘self-service’ and robust framework for service areas to regularly benchmark and assess the suitability of their fees in relation to true service costs, local authority peers and any relevant local context.