

# 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

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		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

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		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

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		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



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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

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		<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>					

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		<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	Awaiting consideration		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
		<ul style="list-style-type: none"> <li>b) To produce and publish a register of assets sold through special purchase arrangements.</li> <li>c) To explore whether a register can be created where people can sign up to be notified when an asset is identified for disposal.</li> <li>d) To review the process for measuring social value to ensure considerations are made as consistently as possible.</li> <li>e) To consider including a process for appealing against decisions within the policy.</li> </ul>					
230104-53-1	Crime and Drugs Partnership	To look at how joint working with bordering Local	20/01/23	16/02/23	Awaiting consideration		Cllr N Khan/ Lord Coaker/ Phil Broxholme

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		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		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	Awaiting consideration		Cllr Williams/ Ross Brown
2301014-54-5	The Council's Budget (Medium	To actively review fees and charges on	20/01/23	16/02/23	Awaiting consideration		Cllr Williams/ Ross Brown

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	Term Financial Plan) 2023/24 - 2026/27	an ongoing basis, and in a timely manner					

### 3 Explanation of terms used

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

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

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

### 4 Responses

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

### 5 Meeting dates and reporting deadlines

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

Date of meeting (2.00pm)	Deadline for draft reports	Chair's Briefing (12.30pm)	Deadline for final reports (10.00am)
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