



Communities Scrutiny Commission Action Sheet 2019/2020

Agenda Item	Title of Report/ Description	Action and Deadline	Responsible Officer/ Member	Action taken and date completed
Action Sheet – 10th October 2019				
8	Neighbourhood Enforcement – CSC 10th October	Officers should develop the detail and labelling of the statutory nuisance table.	Neighbourhood Enforcement	Changes have been made to the monthly report as suggested. A full review of NET performance data will be completed by end of March
8	Neighbourhood Enforcement – CSC 10th October	More information should be made available regarding Fixed Penalty Notices (including, if possible, frequency of visits, offences, and breakdown by ward).	Neighbourhood Enforcement	Map of wards where FPNS have been served by 3GS and details of offences are now included in the Neighbourhood Services monthly report
8	Neighbourhood Enforcement – CSC 10th October	Ward prioritisation issues to be fed in to Clean Streets work.	Neighbourhood Enforcement	Encouragement to ward councillors to make suggestions for Clean Streets work is made in the monthly report. December communications included information about community payback and how to request work.
8	Neighbourhood Enforcement – CSC 10th October	Messaging around evidence needed and actions that can be taken to support enforcement to be promoted within Clean Streets project.	Neighbourhood Enforcement	Social media is being regularly used to encourage the public to provide evidence. Closer working with the Corporate Communication team to disseminate these

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				messages.
9	Libraries Update – CSC 10th October	Officers to consider adding Libraries / literacy levels to the One City Plan.	Mayor's Office	Comments sent to relevant Officers for consideration.
9	Libraries Update – CSC 10th October	Libraries to publish the Constitution.	Head of Libraries	Comments sent to relevant Officers for consideration.
9	Libraries Update – CSC 10th October	Deputy Mayor with responsibility for Communities will bring the item to Cabinet as an information item.	Deputy Mayor	This item will go to Cabinet on 4 th February. Complete.
9	Libraries Update – CSC 10th October	Chair to recommend to OSMB leads that the Libraries item is added to the OSMB work programme (subject to agreement).	Chair of CSC	Complete. Taken forward as separate Member information sessions.
10	Performance – CSC 10th October	Performance queries to be addressed by relevant officers through action tracking.	Various	The stated expectation of seeing improvements around the issue of complaints closure by Q3 has been noted for future agendas.
11	Risk Register – CSC 10th October	Risk Register to be discussed as an item at OSMB leads meeting.	Chair of CSC	Complete
12	Libraries Update – CSC 10th October	Chair to suggest to OSMB that an additional item examining the impact of university expansion on communities to be added to the CSC agenda for the next meeting on 9 December 2019.	Chair of CSC	Complete and on agenda.