

Key

Reference: Each recommendation will be assigned a reference indicating the municipal year the recommendation was made.

Origin: CRP (Corporate Scrutiny Committee); PPL (People Scrutiny Committee); PLC (Place Scrutiny Committee); if Members would like a review of recommendations from previous Committees carried out additional acronyms can be included as required.

Date: Date of the Committee meeting recommendation was agreed.

Area: Directorate/Portfolio area as appropriate.

Exec Date: Date recommendation was considered by Executive.

Lead Officer/EM: Name/initials as appropriate.

Action taken: Summary detailing actions to date.

Status:

- **Green:** recommendation achieved – monitoring no longer required;
- **Amber:** acceptable progress made – continue monitoring;
- **Red:** unacceptable progress made – lead officer / Executive Member to report back.