

## Challenge & Improve Committee Matters Arising Schedule

### Purpose:

To consider progress on the matters arising from previous Challenge & Improve Committee meetings.

**Recommendation:** That members note progress on the matters arising and request corrective action if necessary.

### Matters arising Schedule

BRAG status black - Completed matters, not closed								
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To	Support Required From
1	Paperless working	Progress be monitored re the implementation of paperless working and cost savings achieved	31/01/2012	A verbal update to be given to C&I Cttee on 25/10, and to include feedback from Directors on officer progress with paperless working.	Please schedule a further update on progress.	28/02/2012	Clarke, Matthew	
2	Metal Theft	Following the matter being raised at: Area Summit; Full Council; Joint meeting of Committee Chairmen; and the Challenge and Improvement Committee - it has been suggested that the C&I cttee give consideration to the matter of metal theft int the area.  Please assign to an appropriate officer if necessary and add into the Forward Plan for a suitable date.	28/02/2012	Passed to Patrick Hodgson 18/01/12	The C&I cttee on 28 February discussed the matter and agreed that they did not feel the committee could add any further value to the work already ongoing regarding metal theft, so the matter be closed.		Lockett, Grant	Hodgson, Patrick

3	FPN Delegation of powers	following the matter being raised at the Challenge and Improvement Committee on 17 January 2012, to investigate whether any Town Council has delegated powers to issue FPNs and thereby to act on such. Please report back to the next meeting of the Committee.	28/02/2012	19/01/12- confirmation from Patrick Hodgson that none have been delegated in the last 3 years.			Lockett, Grant	
4	Working Groups - Broadband and Waste	Arising from the minutes of the Challenge and Improvement Committee 17 January 2012, a Member of the Prosperous Communities Committee be invited to join a Broadband working group and also, a Member be invited to join a Waste Issues working group.	28/02/2012	Councillor Parish has agreed to sit on the Waste Issues Working Group and Councillor Summers has agreed to sit on the Broadband Working Group			Coughlan, Katie	
5	Sharepoint Updates	As discussed at CIC on 1 September consideration be given to members being updated with new information on sharepoint	31/03/2012	Members will be apprised of progress and involved in defining their requirements at the ICT Hints & Tips session prior to next Full Council meeting	Please provide update on progress	31/03/2012	Clarke, Matthew	Anderson, Steve
6	Green Waste Winter Collection	The Challenge and Improvement Committee have asked for a report summarising how the cessation of green waste collections during the winter months worked. To be presented to Cttee in the Spring.	10/04/2012	Added to the Forward Plan for 26 June 2012			Pilkington, Glyn	

BRAG status red - Overdue matters								
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To	Support Required From

BRAG status amber - deadline for completion flagged as at risk								
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To	Support Required From

BRAG status green - Outstanding matters, not yet due								
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To	Support Required From
1	Access to WLDC Services	Consideration to be given to a review of how WLDC services are accessed throughout the District, as requested by Cllr Leaning	30/09/2011	<p>This matter will be covered in a presentation to the Council meeting on 16 January 2012 on the Entrepreneurial Council.</p> <p>This item has now been withdrawn from the January Council agenda, so the matter is still pending.</p>	Given the deferral of the Council presentation, the original proposal be addressed separately. To be presented (with baseline measures) to the first meeting of the new municipal year	29/05/2012	Robinson, Alan	
2	How open are we for business?	Following the recommendation from PCC to CIC - Cllrs Bierley and Patterson, along with Cllr Kinch and a further Member of the PCC form a working group, with officer support, to consider how helpful the Council was in the provision	10/04/2012	Please liaise with aforementioned Members regarding establishment of said group.			Fysh, Suzanne	

		of its services.					
3	Update on dog fouling and litter	The Chairman of the Challenge and Improvement has requested that an update be provided on progress with dog fouling and litter management. Please provide for next meeting if possible.	10/04/2012				Hodgson, Patrick

Lockett,  
Grant