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

BR	AG status black - Co	mpleted matters, not closed					
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Tourism Working Group	Extract from the C&I cttee minutes of 29/01/13 Members expressed concerns that the Tourism working group had only met once and that they did not wish to see the work of this group not progress a seminar was to take place at RAF Scampton in March. It was proposed that a full meeting of the group take place prior to the March seminar	12/03/2012	Meeting arranged with Cllr Howitt-Cowan Thursday 31/1/13 following which a full meeting with Working Group will be arranged. Work is going ahead with Conference on 27th March to which all Cllrs on the Working Group have accepted invitation.			Thomas, Marion
2	Planning Enforcement	Members of the C&I cttee requested that Planning Enforcement be a future item in their work programme. Please provide a date in the Forward Plan for when something can be presented to the Committee.	29/01/2013				Gray, Andy

3	Neighbourhood Plans	Members of the C&I cttee requested that Neighbourhood Plans be a future agenda item. Please allocate to an appropriate officer for inclusion in the Forward Plan.	29/01/2013	An item on the Council's approach to Neighbourhood Planning is already in the Forward Plan for Prosperous Communities Committee. This can be brought to a C&I Committee by Rob Lawton.		Lawton, Rob
4	Community Awards	Members of the C&I cttee requested that an analysis be made of the process for the Community Awards, after the awards ceremony, to establish what worked well and what didn't.	29/01/2013	This item of business is in the forward plan to be presented at the March meeting of C and I Committee.	14/02/2013	Calver Nicola
5	Community Awards	Extract from C&I cttee minutes 28/01/13 It was noted that the Forward Plan showed a review of the Community Awards to be submitted to the Prosperous Communities Committee. Members of Challenge and Improvement felt that they would also like to see this report, and it was suggested that the Committee be involved in pre-scrutiny prior to the report being considered by Prosperous Communities. It was felt that publicity for nominations could be more widely disseminated and that the scheme be complementary to the West Lindsey Honours scheme approved by Council on 28 January	12/03/2013	Added to the Forward Plan and report being prepared for both C and I and PC consideration. Nicola Calver 30/01		Calver Nicola

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

BR	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	

BR	AG status green - Ou	tstanding matters, not yet due					
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Parish Council electronic Plans	Extract from C&I cttee minutes 28/01/13 Members discussed the savings made by the paperless initiative and questioned if the matter of Parish Councils receiving hard copy plans had been resolved, and it was suggested that whilst some Parishes did have connectivity problems, others would benefit from training. It was suggested that the Parishes that were experiencing problems be visited either by officers or local Ward Members to see if there was a solution to the problems	12/03/2013	Please designate to appropriate officer			Reeks, Alex
2	Councillors Shadowing Volunteers	Extract from C&I minutes 28/01/13 any new Councillors take part in a shadowing exercise to aid understanding of the work of the Council. The Committee felt that this would also be useful for established Councillors and that a volunteer list be compiled	12/03/2013				Marlow, Lyn