

**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**

<b>BRAG status black - Completed matters, not closed</b>							
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Committee Timetable	The meeting on 1 September requested that the Committee have sight of the Committee timetable prior to approval by the Policy & Resources Committee.	17/01/2012	The Committee Timetable was not ready for consideration at the November meeting, and the next meeting on January 17 will be after the P&R Committee.			Lilley, Dinah
2	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.			Clarke, Matthew

<b>BRAG status red - Overdue matters</b>							
ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Sharepoint Updates	As discussed at CIC on 1 September consideration be given to members being updated with new information on sharepoint	25/10/2011		Please provide update on progress		Clarke, Matthew
2	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	This matter will be covered in a presentation to the Council meeting on 16 January 2012 on the Entrepreneurial Council.  This item has now been withdrawn from the January Council agenda, so the matter is still pending.		16/01/2012	McCormick, Adrian

**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

**BRAG status green - Outstanding matters, not yet due**

ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Financial support to organisations	Following the discussion on GAPA at the C&I Cttee on 1 September Members said they would like to see a breakdown of financial support provided to voluntary and charitable organisations across the district.	28/02/2012	C&I briefing on 10/10 agreed that this item be added to the agenda for the meeting on 28 February.  Added to Forward Plan	C&I agreed that they wanted to see a report before February, so asked for an update to be given on 29/11/11	29/11/2011	North, Rachel
2	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	To be added to the Forward Plan when a new timetable is available giving future Committee dates.			Pilkington, Glyn