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

Active/Closed	Active					
Meeting	Challenge and Improve Committee					
Row Labels	Action Required	Assigned To	Comments	Due Date	Remedial Action	Remedial Action Due Date
Black						
P AND D REPORTS - FUTURE STYLE	Some Members were of the view that the data in places was either incomplete or the comments were misleading citing a number of examples. It was suggested that it would be of assistance if the report could identify whether targets were annual or quarterly.	Mark Sturgess	PLEASE BEAR COMMENTS IN MIND WHEN PRODUCING SECOND PERIOD REPORT	27/02/2015		
preparing highways questions	extract from mins of mtg 2/12/14 RESOLVED that Officers take away Members' comments and work up a series of strategic questions to pose to the Highway Authority, for agreement with Chairman and Vice-Chairmen outside of the meeting.	Mark Sturgess	katie to arrange a meeting in advance of chairs briefing in January. meeting has been held. draft questions to be considered at Chairs Brief on 13 Jan	31/12/2014		01/03/2015
			questions will be reconsidered again at briefing in february / march and final draft will be circulated to all cttee			

			members for comment in advance of the meeting		
enforcemnt - proposed new performance measures	extract from mins of meeting: - the new suggested performance measures detailed above (set out below in mas) be forwarded to the Progress and Delivery Working Group for consideration:	lan Knowles	please ensure cttee's comments are feed into the p and d working group	28/02/2015	
	 proposed measures: With regard to the latter proposal, in relation to new suggested performance measures, discussion ensued with members identifying the following: - A measure showing the types of cases received eg. Cases where no planning permission has ever being sought; cases where planning conditions set by Officers or Committee are not been adhered to, cases which relate to such things as hedges / fences / rats etc A measure showing a summary of the outcome / action taken against each type of case. 				
request for internal audit into enforcement services	extract from mins of mtg on 27 jan 15 (b) internal audit be requested to incorporate an audit of the enforcement services across the authority within their future internal audit plan.	lan Knowles	please liaise with internal audit to ensure request is built into future work plan. This is being taken forward by James O'Shaughnessy and Andy Green. The Audit Plan will not be finalised until APril.	24/04/2015	

annual feedback report - additional data Extract from mins of mtg 9 sept : Members indicated they would be interested to understand how much complaints cost the Authority and suggested this could be included in future reports. Lyn Marlow Costs of complaint will be added to 2014/15 3cs report 30/06/2015 please consider including such infomation in next years report Anne Rossington GROUP HAS BEEN ESTABLISHED AND FRT MEETING HAS BEEN ESTABLISHED AND FRT MEETING HAS BEEN ESTABLISHED AND FRT MEETING HAS BEEN (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey; Anne Rossington GROUP HAS BEEN ESTABLISHED AND FRT MEETING HAS BEEN ESTABLISHED AND FRT MEETING HAS BEEN NOVEMBER 31/12/2014 31/03/15 (b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; and Please ensure feedback report is programmed into the forward plan at the earliest opportunity 01/10/2015 statutory duties versus non statutory duties versus consideration to this in a future Medium Term Financial Plan. Ian Knowles please refer to minute 38 from c and i on 2 december for further details 01/10/2015	Green						
feedback report - additional data Members indicated they would be interested to understand how much complaints cost the Authority and suggested this could be included in future reports. added to 2014/15 3cs report added to 2014/15 3cs please consider including such infomation in next years report Anne Rossington SROUP HAS BEEN ESTABLISHED AND fIRST MEETING HAS BEEN to agree the scope for a number of projects to promote local democracy in West Lindsey; 31/12/2014 31/03/15 (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey; Anne Rossington GROUP HAS BEEN ARRANGED FRD OF NOVEMBER 31/12/2014 31/03/15 (b) Councillors Wiseman, Patterson, and Howitt Cowa (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; and Please ensure feedback report is programmed into the forward plan at the earliest opportunity 01/10/2015 statutory duties versus no ns statutory duties versus consideration to this in a future Medium Term Financial Plan. Ian Knowles please refer to minute 38 from c and i on 2 december for further details 01/10/2015		Fortune of foreign and set of the Constant	Lune Marili		20/06/2015		
report- additional dataMembers indicated they would be interested to understand how much complaints cost the Authority and suggested this could be included in future reports.reportreportsupportplease consider including such information in next years reportAnne RossingtonGROUP HAS BEEN ESTABLISHED AND fIRST METING HAS BEEN ESTABLISHED AND fIRST METING HAS BEEN (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;Anne RossingtonGROUP WID RET MARNGED FOR END OF NOVEMBER Group will meet gain end of January 2015.31/12/2014 31/12/201431/03/15(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andIan Knowlesplease ensure feedback report is programmed into the forward plan at the earliest opportunity01/10/2015statutory duties versus on in statutory duties versus in nom statutory duties versus in nom statutory duties parate report to committee in the first instance.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		Extract from mins of mtg 9 sept :	Lyn Mariow	-	30/06/2015		
additional data interested to understand how much complaints cost the Authority and suggested this could be included in future reports. Image: Complaints cost the Authority and suggested this could be included in future reports. please consider including such information in next years report Anne Rossington GROUP HAS BEEN ESTABLISHED AND fIRST MEETING HAS BEEN are the scope for a number of projects to promote local democracy in West Lindsey; 31/12/2014 31/03/15 (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey; Anne Rossington Group will meet gain end of January 2015. 31/03/15 (b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed]) be nominated as the members to serve on the democracy working group; and Please ensure feedback report is programmed into the forward plan at the earliest opportunity 01/10/2015 statutory duties versus non statutory duties versus on statutory duties versus no statutory tan Knowles please refer to minute 38 from c and i on 2 december for further details 01/10/2015		Mombors indicated they would be		-			
datacomplaints cost the Authority and suggested this could be included in future reports.lanklanklanklankplease consider including such information in next years reportAnne RossingtonGROUP HAS BEEN ESTABLISHED AND fIRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER31/12/201431/03/15data at ask and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;Anne RossingtonGROUP HAS BEEN ESTABLISHED AND fIRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER Group will meet gain end of January 2015.31/03/15(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity01/10/2015statutory duties versus non statutoryextract from mins of meeting 2/12/14: Whilsit twas not considered appropriate to have a separate report to committee on this mater, Officers undertook to give consideration to this in a future Medium Term Financial Plan.lan Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		-		report			
suggested this could be included in future reports.andandandandDEMOCRACY WORKING GROUPEXTRACT FROM MINS OF MTG 28/10/14 (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;Anne RRANGED FOR END OF NOVEMBER Group will meet gain end of January 2015.31/12/2014 31/03/1531/03/15(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed!) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunityPlease refer to minute 38 from c and i on 2 december for further duties versus on statutory01/10/2015Image: Consider and considered appropriate to have a separate report to committee untike it was not considered appropriate to have a separate report to committee on statutory duties versus on statutoryImage: Consider and the meendow to give consideration to this in a future Medium Term Financial Plan.Image: Consider and considered appropriate to act a to a give a separate report to committee and to give a separate report to committee on statutoryImage: Consider and considered appropriate to have a separate report to committee to have a separate report to committee on statutoryImage: Consider and considered appropriate to have a separate report to committee to							
reports.please consider including such infomationAnneGROUP HAS BEEN31/12/201431/03/15DEMOCRACY WORKING GROUPEXTRACT FROM MINS OF MTG 28/10/14 (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;Anne RossingtonGROUP HAS BEEN ESTABLISHED AND fiRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER group will meet gain end of January 2015.31/12/201431/03/15(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity31/12/2014Image: Statutory (c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Image: Statutory Image: StatutoryImage: Statutory whils it was not considered appropriate to have a separate report to committee on statutoryImage: Statutory duties versus moni statutory whils it was not considered appropriate to have a separate report to committee on statutoryImage: Statutory december for further details01/10/2015Image: Statutory december for further details	Uala						
Please consider including such infomation in next years reportAnne RossingtonGROUP HAS BEEN ESTABLISHED AND fIRST MEETING HAS BEEN ESTABLISHED AND FIRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER31/12/201431/03/15(a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;Anne RossingtonGROUP HAS BEEN ESTABLISHED AND FIRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER31/12/201431/03/15(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity31/12/201431/03/15statutory duties versus non statutory duties versus no statutory duties versus no statutory duties wersus no statutory duties wersusIan Knowles please refer to minute 38 from c and i on 2 december for further details01/10/2015							
In next years reportImage: Construct of the construction of the first instance.Image: Construction of the in a future Medium Term Financial Plan.Image: Construction of the constructio							
In next years reportImage: Construct of the construction of the first instance.Image: Construction of the in a future Medium Term Financial Plan.Image: Construction of the constructio		please consider including such infomation					
DEMOCRACY WORKING GROUP (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey; (b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; and (c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance. statutory dutires dutires							
WORKING GROUP (a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey; Rossington ESTABLISHED AND fIRST MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER (b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; and Please ensure feedback report is programmed into the forward plan at the earliest opportunity (c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance. Ian Knowles please refer to minute 38 from c and i on 2 december for further details 01/10/2015	DEMOCRACY		Anne	GROUP HAS BEEN	31/12/2014	31/03/15	
GROUP(a) a task and finish group be established to agree the scope for a number of projects to promote local democracy in West Lindsey;MEETING HAS BEEN ARRANGED FOR END OF NOVEMBER(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andGroup will meet gain end of January 2015.(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Please ensure feedback report is programmed into the forward plan at the earliest opportunitystatutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015			_			//	
to agree the scope for a number of projects to promote local democracy in West Lindsey;NOVEMBER Group will meet gain end of January 2015.(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed!) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesstatutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015	GROUP		0.1				
to agree the scope for a number of projects to promote local democracy in West Lindsey;NOVEMBER Group will meet gain end of January 2015.(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed!) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesstatutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		(a) a task and finish group be established		ARRANGED FOR END OF			
West Lindsey;Group will meet gain end of January 2015.(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesstatutory duties versus non statutory dutiesextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		to agree the scope for a number of		NOVEMBER			
Image: statutory dutiresImage: statutory		projects to promote local democracy in					
(b) Councillors Wiseman, Patterson, and Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		West Lindsey;		Group will meet gain end			
Howitt Cowan (along with a nominated reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andPlease ensure feedback report is programmed into the forward plan at the earliest opportunityImage: Content of the content				of January 2015.			
reserve (name to be confirmed)) be nominated as the members to serve on the democracy working group; andreport is programmed into the forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesstatutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015		(b) Councillors Wiseman, Patterson, and					
nominated as the members to serve on the democracy working group; andthe forward plan at the earliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Image: Statutory please refer to minute 38 from c and i on 2 december for further details01/10/2015statutory dutiresWhilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015							
the democracy working group; andearliest opportunity(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.earliest opportunitystatutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015							
(c) the task and finish group report back their findings to a future meeting of the Challenge and Improvement Committee in the first instance.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015statutory dutiresWhilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 details01/10/2015				-			
their findings to a future meeting of the Challenge and Improvement Committee in the first instance.lan Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015statutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 details01/10/2015		the democracy working group; and		earliest opportunity			
their findings to a future meeting of the Challenge and Improvement Committee in the first instance.lan Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015statutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 details01/10/2015		(-) the test and finish success report heads					
Challenge and Improvement Committee in the first instance.Challenge and Improvement Committee in the first instance.Challenge and Improvement Committee in the first instance.Challenge and Improvement Committee please refer to minute 38 from c and i on 2 december for further detailsO1/10/2015statutory duties versus non statutory dutiresWhilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 details01/10/2015		••••					
in the first instance.in the first instance.statutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.Ian Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015							
statutory duties versus non statutory dutiresextract from mins of meeting 2/12/14: Whilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.lan Knowlesplease refer to minute 38 from c and i on 2 december for further details01/10/2015Image: Considered appropriate details							
duties versus non statutory dutiresWhilst it was not considered appropriate to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.from c and i on 2 december for further details	statutory		lan Knowles	nlease refer to minute 38	01/10/2015		
non statutory dutires to have a separate report to committee on this matter, Officers undertook to give consideration to this in a future Medium Term Financial Plan.				•	51,10,2013		
dutires on this matter, Officers undertook to give details consideration to this in a future Medium details Term Financial Plan. details							
consideration to this in a future Medium Term Financial Plan.				details			
Grand Total		Term Financial Plan.					
	Grand Total						