

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
1	23 - ESTB. OF P AND D WORKING GROUP	extract from mins of meeting RESOLVED that: - (a) the terms of reference of the Progress and Delivery Working Group , as set out in report CAI.13 13/14 be approved; and (b) the following Members be appointed to serve thereon: - Councillor Nigel Bowler (Lead Member) Councillor Anne Welburn Councillor Sue Rawlins 1 member of the Liberal Democrat Group (name to be advised).	30/08/2013	round robin e-mail was circulated to lib dem grp on 31/7 seeking nomination no responses received as at 7/08/13 - KJC please note membership of group and commence work. 8/8/13 - Cllr d cOTTON HAS AGREED TO JOIN THE GROUP			Reeks, Alex
2	MEMBERS' VERBAL UPDATE REPORTS - wifi / broadband	With regard to the spreadsheet, Councillor Leaning confirmed that there were two sites at Nettleham and wished for both of these to be included. Members commented on a number of typos contained therein and	03/10/2013	please provide members with said spreadsheet vai e-mail. info provide to cttee as per request KJC			Bolan, Steve

		requested that the spreadsheet be amended and distributed to all Members for information.				
3	WASTE STRATEGY - PRE-SCRUNTIY	In respect of the latter (WASTE STRATEGY) Members requested that the Strategy be submitted to the Challenge and Improvement Committee for pre-scrutiny prior to it being submitted to the relevant Policy Committee.	04/10/2013	PLEASE AMEND F PLAN TO ALLOW PRE-SCRUINITY . F PLAN ENTRY AMENDED BY KJC ...STRATEGY SHOULD BE SUBMITTED TO THE COMMITTEE AT ITS DECEMBER MTG		Selby, Ady
4	ADDITIONAL ITEMS FOR WORKPLAN	As a result Members requested that the following items be incorporated thereto: - (a) Budget Setting pre scrutiny (b) Localism Group – Feedback / Findings Report (c) Customer Services Group – Feedback / Findings Report (d) Progress and Delivery Working Group – Feedback / Findings Report	04/10/2013	ALL ITEMS HAVE BEEN ADDED TO WORKPLAN AND RESPONSIBLE OFFICERS ADVISED.		Coughlan, Katie

BRAG status red - Overdue matters

ID	Action	Action Required	Due Date	Comments	Remedial Action	Remedial Action Due Date	Assigned To
1	Parish Council electronic Plans	Extract from C&I ctee 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	<p>Please designate to appropriate officer</p> <p>8/8/13 SF spoke to Alan Caine last week for clarification about this. He said that the few parishes that hadn't got internet access were being targeted by the IT team. This is also part of the improvement plan for the D&N team. A programme of training and development for parish councils is currently being devised. SF to contact Alan Caine to let him know.</p> <p>ALEX GAVE AN UPDATE AT CTTEE ON 12/03 - MEMBERS REQUESTED TIMESCALES FOR RESOLVING THIS ISSUE TO BE CIRCULATED TO MEMBERS. ctee on 30/7/13 re governance and civic office chase progress. responsible officer contacted and requested to update the action</p> <p>SF 8/10/13 Following further discussions at the beginning of Sept with Alan Caine re Parish Clerks and again on 3 October SF was updated</p>	VERBAL UPDATE REQUESTED AT 10 SEPT COMMITTEE. EMAIL WITH DETAILS SENT TO APPROPRIATE OFFICERS (NC)	02/09/2013	Fysh, Suzanne

				<p>on the current progress of the rollout of wifi broadband to local communities. AC specifically asked that no action to push PCs was taken until all systems had been tested and proved to work. A training programme will be needed with the parish councils who still receive paper copies. A project plan for a training programme will be in place by end Dec 13 with workshops before the end of the financial year. We will start charging for paper copies in the new financial year. Liaison with project officer (Dave Jones) is ongoing.</p>			
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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	MEMBERS PORTAL - ISSUES	The Assistant Chief Executive undertook to take the issues away for addressing, and Members indicated that they would welcome a timeline for resolution.	04/10/2013	councillor leaning has a full list of issues and some of these are logged in the minutes arising from the meeting in july and september			Reeks, Alex

2	min 22 SAFEGUARDING (CAI.12 13/14)	extract from mins : RESOLVED (c) a safeguarding training event for Members be arranged;	30/11/2013	PLEASE ARRANGE TRANING SESSION FOR MEMBERS, DEMO SERVICE HAPPY TO ASSIST IF AND WHERE REQUIRED. Due date revised to allow training session to be developed alongside development of Minerva Safeguarding Page.			Howard, Michelle
3	min 22 - safeguarding	(f) the safeguarding working group be RECOMMENDED to: - (i) circulate the leaflet attached at appendix 2 of report CAI.12 13/14 to a wider audience, for example, parish councils in view of its "easy understanding" format; and (ii) include safeguarding training as part of the induction training provided to all newly elected members.	30/11/2013	Leaflet will be distributed to all staff by safeguarding working group. Assistance from comms will be sought to distribute to parish councils. Safeguarding training plan to be developed alongside development of Safeguarding Minerva page. MH meeting KC 1st November 2013 to agree arrangements for safeguarding training.			Howard, Michelle