

WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Challenge and Improvement Committee held in the Council Chamber at the Guildhall, Gainsborough on Tuesday, 30 July 2013 commencing at 6.30 pm.

Present: Councillor Alan Caine (Chairman)
Councillor Paul-Howitt-Cowan (Vice-Chairman)
Councillor Nigel Bowler (Vice-Chairman)

Councillor Stuart Curtis
Councillor David Dobbie
Councillor Angela Lawrence
Councillor Malcolm Leaning
Councillor Mick Tinker

In Attendance:

Grant Lockett Head of Strategic Growth
Katie Coughlan Governance and Civic Officer

Also Present:

Councillor William Parry
Councillor Geoff Wiseman

Apologies:

Councillor Jackie Brockway
Councillor Sue Rawlins
Councillor Lewis Strange

Membership:

No substitutes were appointed for the meeting.

19 MINUTE

- (a) Meeting of the Challenge and Improvement Committee held on 11 June 2013

RESOLVED that the Minutes of the meeting of the Challenge and Improvement Committee held on 11 June be confirmed and signed as a correct record.

20 MEMBERS' DECLARATIONS OF INTEREST

There were no declarations of interest.

21 MATTERS ARISING SCHEDULE (CAI.10 13/14)

The Governance and Civic Officer presented Paper A to the Committee noting that all Black items were completed for closing.

A Member made reference to the village hall wi-fi project and indicated that the original timescale given to Members for completion was March. His own village hall had been waiting over a year. The Chairman advised that he had been made aware of some problems with erecting aerials and gaining access. At the request of the Committee the Chairman outlined those community spaces where the work had been completed and those which were pending. It was confirmed that community spaces had to contact the Council with a request in the first instance. It was suggested that Councillor Leaning contact Officers direct to ascertain why there was a delay in his Ward.

In respect of the 1 outstanding red action, Members again expressed the view that the provision of hard copies needed to cease as soon as feasibly possible, in light of the associated costs to the Council. Members requested that the Governance and Civic Officer chase up the action.

Finally in his role of Member Champion for the Extranet, Councillor Leaning gave a report to the Committee on the developments and improvements which had taken place since the Committee last met as well as those areas where further development and investigation were required.

RESOLVED that the Matters Arising Schedule and the verbal update provided at the meeting be received and noted.

22 SAFEGUARDING (CAI.12 13/14)

Consideration was given to a report which sought to provide Members with an update in respect of Safeguarding. The report provided a progress update on the Council's 2011 safeguarding assessment and also provided an overview of the new Disclosure and Barring Service (DBS) which had recently replaced CRB checks.

Members commented on the "easy to understand" format of the leaflet attached at appendix 2 of the report and were of the view that this should be more widely circulated. Members also recognised the importance of safeguarding and indicated they felt this should be incorporated into Members' Induction.

RESOLVED that: -

- (a) the Section 11 progress update (including the July 2013 updates provided within the report) be noted;
- (b) the revised guidance for vetting and barring (formerly CRB checks) be noted;
- (c) a safeguarding training event for Members be arranged;
- (d) Councillors Gillian Bardsley and Angela Lawrence be appointed as the Member safeguarding champions;

- (e) the member champions, as named above, join the officer safeguarding working group and assist with the review of the WLDC Safeguarding Policy; and
- (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.

23 ESTABLISHMENT OF A PROGRESS AND DELIVERY WORKING GROUP (CAI.13/14)

Members gave consideration to a report which sought to establish a progress and delivery working group. The report further sought approval of the terms of reference for the Group and sought nominations for Members to be appointed to serve thereon.

Councillor Bowler outlined the rationale for establishing the Group and what it hoped to achieve.

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).

24 FORWARD PLAN (CAI 14 13/14)

The Governance and Civic Officer presented a report setting out the items of business due to be considered through the committee system and asked Members to identify any reports that they wished to be brought before the Challenge and Improvement Committee for scrutiny.

RESOLVED that the Forward Plan be noted.

25 WORK PLAN (CAI.15 13/14)

The Work Plan for the business of the Challenge and Improvement Committee was discussed.

RESOLVED that the Work Plan be noted.

26 OPEN FOR BUSINESS PROGRESS / UPDATE REPORT

In 2012 the Prosperous Communities Committee established a task and finish group to examine how “open for business” the Council was and to make recommendations on how it could become more open for business through the services it delivers, the support it offers to businesses and how it procures goods and services.

Members gave consideration to a report which outlined the work undertaken to date, the conclusions reached and the recommended next steps.

The meeting then adjourned at 7.15pm for a Workshop session, in which Members were asked to review the list of both short term /operational matters (section 5.3 of the report) and long term /strategic matters (section 5.4 of the report) with a view to ascertaining the top three priorities in each to be further progressed.

The meeting reconvened at 7.45pm when it was **RESOLVED** that: -

- (a) the top three short term /operational matters to be further progressed be:
 - (i) consider offering free advice to businesses including planning advice;
 - (ii) consider streamlining how businesses contact the council (such as a single point of contact – to be manned at all times) and
 - (iii) consider how the council can promote local skills and training providers to local businesses.
- (b) the top three long term /strategic matters to be further progressed be:
 - (i) consider streamlining decision making on key economic decisions;
 - (ii) consider developing a tourism strategy and greater support for tourism; and
 - (iii) consider the development of business/manufacturing start up units throughout the District.
- (c) the conclusions of the workshop be reported to a future meeting of the Prosperous Communities Committee along with recommendations.

The meeting concluded at 748 pm

Chairman