

CORPORATE SERVICE WORK PROGRAMME

SUBJECT	RATIONALE	LINKS TO COUNCIL PRIORITIES AND COMMUNITY STRATEGY	SUGGESTED BY	PROGRESS
Centralised Office Accommodation	To report progress on the proposed move to Centralised Office Accommodation.	Sustainable Community Strategy Theme: Corporate Plan Aim: Council Priority:	Andrew Dickens	Start Date: 10/07/08 Frequency of meetings: Monthly Completion Date: 09/04/09
Equality & Diversity Update	Monitor progress with Single Equality Scheme	Sustainable Community Strategy Theme: Stronger Communities Corporate Plan Aim: A well-run and responsive Council Council Priority:	Peter Jones	Start Date: 02/10/08 Frequency of meetings: Quarterly Completion Date: 09/04/09
Priorities progress	Monitor Progress with Corporate Plan Priorities	Sustainable Community Strategy Theme: N/A Corporate Plan Aim: A well-run and responsive Council Council Priority: Improving Efficiency & Value for Money	Peter Jones	Start Date: 10/07/08 Frequency of meetings: Monthly Completion Date: 09/04/09

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Grants to Voluntary Bodies Review Panel	To agree the recommendations of the review panel	Sustainable Community Strategy Theme: Corporate Plan Aim: Council Priority:	Pauline Hayward	Start Date: 10/07/08 Frequency of meetings: 1 Completion Date: 10/07/08
Section 106 Review Panel	Consider the monitoring of Section 106 monies and how to report this to Councillors.	Sustainable Community Strategy Theme: Corporate Plan Aim: A Well Run and Responsive Council (Aim) Council Priority:	Councillor J Holden	Start Date: Frequency of meetings: 4 Completion Date: 13/11/08
National Indicators	Monitor progress with national set of NIs	Sustainable Community Strategy Theme: N/A Corporate Plan Aim: A well-run and responsive Council Council Priority: Improving Efficiency & Value for Money	Peter Jones	Start Date: 10/07/08 Frequency of meetings: Quarterly Completion Date: 09/04/09
Emergency Planning	Update Members on the Council's Emergency Planning Policy.	Sustainable Community Strategy Theme: Corporate Plan Aim: Council Priority:	Andrew Dickens	Start Date: 10/07/08 Frequency of meetings: 2 Completion Date: 13/11/08

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LLPG		Sustainable Community Strategy Theme: Corporate Plan Aim: Council Priority:	Dave Bradbury	Start Date: 07/08/08 Frequency of meetings: 1 Completion Date: 07/08/08
No Surprises Review Panel	To review the effectiveness of current arrangements on the No Surprises Protocol	Sustainable Community Strategy Theme: Corporate Plan Aim: A Well Run and Responsive Council (Aim) Council Priority:	Councillor N J Thomas	Start Date: 16/09/08 Frequency of meetings: 4 Completion Date: 13/11/08
Customer Services Review	To update Members on the Wyre Forest Customer Service Centre since opening in November 2006.	Sustainable Community Strategy Theme: Corporate Plan Aim: Council Priority:	Dave Bradbury	Start Date: 04/09/08 Frequency of meetings: 1 Completion Date: 04/09/08
Recommendation Tracking Forms	Review of recommendations made by Scrutiny to Cabinet.	Sustainable Community Strategy Theme: Corporate Plan Aim: A Well Run and Responsive Council Council Priority: Improving Efficiency & Value for Money	Councillor G W Ballinger	Start Date: 04/09/08 Frequency of meetings: Quarterly Completion Date: 05/03/09

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ICT Training		<p>Sustainable Community Strategy Theme:</p> <p>Corporate Plan Aim:</p> <p>Council Priority:</p>	Dave Bradbury	<p>Start Date: 02/10/08</p> <p>Frequency of meetings: 1</p> <p>Completion Date: 02/10/08</p>
Use of Resources and Value for Money	Monitor progress with CPA (2008/09)	<p>Sustainable Community Strategy Theme: N/A</p> <p>Corporate Plan Aim: A well-run and responsive Council</p> <p>Council Priority: Improving Efficiency & Value for Money</p>	Peter Jones	<p>Start Date: 02/10/08</p> <p>Frequency of meetings: 1</p> <p>Completion Date: 02/10/08</p>
Comprehensive Area Assessment	Monitor progress with new national performance framework - CAA	<p>Sustainable Community Strategy Theme: N/A</p> <p>Corporate Plan Aim: A well-run and responsive Council</p> <p>Council Priority: Improving Efficiency & Value for Money</p>	Peter Jones	<p>Start Date: 02/10/08</p> <p>Frequency of meetings: 2</p> <p>Completion Date: 08/01/09</p>

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Corporate Governance	Monitor progress with Corporate Governance Framework	<p>Sustainable Community Strategy Theme: N/A</p> <p>Corporate Plan Aim: A well-run and responsive Council</p> <p>Council Priority: Improving Efficiency & Value for Money</p>	Peter Jones	<p>Start Date: 13/11/08</p> <p>Frequency of meetings: 2</p> <p>Completion Date: 05/02/09</p>
Branding Update		<p>Sustainable Community Strategy Theme:</p> <p>Corporate Plan Aim:</p> <p>Council Priority:</p>	Alison Braithwaite	<p>Start Date: 10/12/08</p> <p>Frequency of meetings: 1</p> <p>Completion Date: 10/12/08</p>
Base Budget Proposals	Recommendations to Cabinet on Income Service Options	<p>Sustainable Community Strategy Theme:</p> <p>Corporate Plan Aim: A Well Run and Responsive Council</p> <p>Council Priority:</p>	David Buckland	<p>Start Date: 10/12/08</p> <p>Frequency of meetings: 1</p> <p>Completion Date: 10/12/08</p>
Budget Strategy Proposals	Recommendations to Cabinet on initial budget strategy proposals	<p>Sustainable Community Strategy Theme:</p> <p>Corporate Plan Aim: A Well Run and Responsive Council</p> <p>Council Priority:</p>	David Buckland	<p>Start Date: 05/02/09</p> <p>Frequency of meetings: 1</p> <p>Completion Date: 05/02/09</p>

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