

**CORPORATE GOVERNANCE ASSESSMENT**  
**IMPROVEMENT ACTION PLAN 2015/16**

<b>Item Ref:</b>	<b>Areas of Improvement:</b>	<b>Lead Officer:</b>	<b>Completion Date:</b>	<b>Update</b>
CG 1.	Approval, publication and completion of the Service Delivery Plan.	Mandy Valentine	March 16	Complete
CG 2.	Communications Strategy – approval and delivery.	Carl Beer	March 16	Complete
CG 3.	Review of the Performance Management Framework including performance monitoring and reporting.	Mandy Valentine	December 15	Complete
CG 4.	Comments and Complaints - Process Review.	Paula Pocock	December 15	Complete
CG 5.	Review staff resources and skills as part of the ongoing organisational review.	Carl Beer	March 16	Ongoing – to be carried forward to 2016/17
CG 6.	Identify strategic direction of the Authority's budget with Members early in year.	Peter Williams	September 16	Complete - Workshop Sept 15
CG 7.	Commence the waste strategy review and complete waste composition analysis.	Carl Beer	March 16	Ongoing – to be carried forward to 2016/17
CG 8.	Budget profiles to continue to be developed to ensure patterns of expenditure can be monitored more effectively.	Peter Williams	October 15	Ongoing – to be carried forward to 2016/17

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CG 9.	Invitation to attend Scrutiny Committees at Constituent Councils including Halton.	Mandy Valentine	May 15	Complete
CG 10	Review of risks included in Corporate Risk Register as part of Performance Review Meetings with EMT and managers.	Mandy Valentine	June 15	Complete
CG 11	Establish reporting arrangements in terms of the Memorandum of Understanding with each of the Constituent Councils.	Carl Beer	September 15	Complete
CG 12	Employee Corporate Training Programme (Including Whistleblowing, Diversity and Budget Management for Budget Managers).	Paula Pocock	March 16	Complete for 2015/16
CG 13	Implement the requirements under the Local Audit and Accountability Act when the enabling legislation has been passed.	Peter Williams	March 16	Ongoing – to be carried forward to 2016/17
CG 14	Review Health and Safety Committee and arrangements.	Carl Beer	October 15	Complete