KEY ACTIONS (Note: See report for full wording)		Lead Officer	KEY PROJECT DATES													
			2006						2007							
			Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug
1	**Capacity Issues**	**G Jones**	G	G	G	G	G	G	G	G	G					G
1.1	Review skills available/required	J Green		Y						Y						Y
1.4	Senior Management Capacity	S Hampson	Y	Y	Y											
1.3	Alternative service delivery approaches	G Jones				Y	Y	Y								
1.2	Identify alternative funding to support key posts	G Jones							Y	Y	Y					
2	**Improve User Focus**	**G Jones**	G	G	G	G	G	G	G	G	G					G
2.1	Establish engagement with users	G Jones	Y	Y	Y	Y	Y	Y								
2.3	Householder advice & guidance	R Fox	Y	Y	Y											
2.4	Information for non-IT users	R Fox		Y	Y											
2.5	Review committee arrangements	D Rush														Y
2.2	Ensure standards meet user needs etc	G Jones							Y	Y	Y					
3	**Direct resources at Priorities & Need**	**S Hampson**	G	G	G	G	G	G	G	G	G					
3.1	Identify activities, outcomes, resources etc	G Jones	Y	Y	Y	Y	Y	Y								
3.2	Clear outcome focussed targets etc	G Jones							Y	Y	Y					
4	**Systamatic Value for Money approach**	**G Jones**	G	G	G	G	G	G	G	G	G	G	G	G	G	G
4.1	Use cost information to drive up performance	G Jones	Y		Y	Y			Y			Y			Y	
4.2	Use comparative data	G Jones							Y	Y	Y		Y	Y		
4.3	Use benchmarking	G Jones							Y	Y	Y				Y	Y
5	**Committee/Councillor Capacity**	**G Jones**	G	G	G	G	G	G	G	G	G					
5.3	Clarify roles	G Jones	Y	Y												
5.1	Review delegation agreement	G Jones			Y						Y					
5.2	Mandatory training	G Jones			Y	Y	Y									