



## Corporate Governance Committee

<b>Date:</b>	Wednesday, 18 January 2012
<b>Time:</b>	5.00 pm
<b>Venue:</b>	Committee Room 1 - Wallasey Town Hall

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## SUPPLEMENTARY AGENDA

### 3. CORPORATE GOVERNANCE COMPREHENSIVE WORK PROGRAMME PROGRESS REPORT (Pages 1 - 2)

KLOE 6 Update related to page 20 of agenda pack

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**CORPORATE GOVERNANCE CABINET COMMITTEE - WEDNESDAY 18<sup>TH</sup> JANUARY 2012**  
**KLOE 6 Products Update**

<b>Key Line of Enquiry</b>	<b>Output / Product</b>	<b>Objective</b>	<b>Delivered by:</b>	<b>Committee</b>
<b>KLOE 6:</b> Review of Committee Services	1a. Review and revise the Council's current report template	<i>To improve the manner in which information is disseminated; help members and the public better understand the information within reports; and reduce the need for large hardcopy agendas.</i>	21/03/2012	CG Committee
	1b. Develop a Summary Report Template.		21/03/2012	CG Committee
	1c. Review the distribution lists of hardcopy agendas.		21/03/2012	CG Committee
	2. Review the Council's Scheme of Delegations to Members	<i>To encourage the greater use of delegated powers by members, increase member confidence in using delegated powers; and reduce the number of items on Committee (particularly Cabinet) Agendas.</i>	21/03/2012	CG Committee
	3. Review agenda setting arrangements for all Committees	<i>To encourage greater review and control by Committee Chairs in order to reduce the number of items on Committee (particularly Cabinet) Agendas.</i>	21/03/2012	CG Committee
	4. Establish a clear processes and procedures to monitor the timely implementation of Committee approved actions	<i>To ensure Committee decisions are implemented in a timely manner and that appropriate safeguards are in place to avoid actions being missed thereby mitigating the risks and exposure of liability to the Council.</i>	21/03/2012	CG Committee
	5. Council to join the CIPFA Committee Services Benchmarking Club	<i>To assist with ensuring the performance of the Committee Services team can be monitored and areas of good practice and weakness identified promptly and any necessary action for improvement agreed and implemented.</i>	21/03/2012	CG Committee
	6. Review process for administering Licensing Act 2003 applications	<i>To improve efficiencies, reduce the need for licensing committee meetings, streamline the manner in which licensing committee meetings are conducted. (Wirral Council has a disproportionately high number of Licensing Act 2003 Committee meetings which also take considerably longer to conclude thereby expended considerable Member and Officer time).</i>	21/03/2012	CG Committee
7. A framework and timetable for further improvements to Legal and Member Services including IT development and use	<i>To identify improvements that are recognised to require a longer lead in time.</i>	21/03/2012	CG Committee	

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