D	0	Task Name		Duration	Start	Finish	1st Quarter 2nd Qu
1		Timetable of Task/Miles	stones to 31/03/2012	97 days?	Mon 21/11/11	Tue 03/04/12	
2							
3		Programme Planni	ng	5 days	Mon 21/11/11	Fri 25/11/11	
4	111	Officer Briefing		0 days	Wed 23/11/11	Wed 23/11/11	◆ 23Å1
5		Develop programme Plan		5 days	Mon 21/11/11	Fri 25/11/11	
6		Develop KLOE	project plans	5 days	Mon 21/11/11	Fri 25/11/11	
7							
3		Develop protocols	for corporate governance amnesty	5 days	Mon 28/11/11	Fri 02/12/11	
9	111	Establish confid	dentiality protocol	5 days	Mon 28/11/11	Fri 02/12/11	
0	111	Develop templa	ate for capturing information	5 days	Mon 28/11/11	Fri 02/12/11	
1	111	Establish proce	dure with clear follow up process	5 days	Mon 28/11/11	Fri 02/12/11	
2							
3		Develop cultural a	udit programme (questionnaire & events)	57 days	Mon 28/11/11	Tue 14/02/12	▼
4	111	Establish project Lead and team		5 days	Mon 28/11/11	Fri 02/12/11	
5	111	Develop secure	e email address for staff to raise issues and concerns	10 days	Mon 28/11/11	Fri 09/12/11	00000000
6	111	Develop programme for Cabinet open door drop-in sessions		10 days	Mon 28/11/11	Fri 09/12/11	
7	1	Design/develop	staff questionnaire	10 days	Mon 28/11/11	Fri 09/12/11	
8	III	Develop interna	al marketing/communications strategy	10 days	Mon 28/11/11	Fri 09/12/11	
9	III	Launch/distribu	te on-line and paper Cultural Audit Questionnaire	0 days	Wed 14/12/11	Wed 14/12/11	14/12
20	111	Launch secure email address		0 days	Wed 14/12/11	Wed 14/12/11	14/12
21	1	Collate/analyse	response	30 days	Wed 14/12/11	Tue 24/01/12	
22	1	Prepare report	and cultural change action plan	15 days	Wed 25/01/12	Tue 14/02/12	
ject: te: Fri	Overa i 02/12	.ll Work Programme 2/11	Task Progress Split Milestone	+	Summary Project St		External Tasks Deadline External Milestone
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ID 23	0	Task Name	Duration	Start	Finish	1st Quarter 2nd Quarter 7/1 4/1 1/1 8/1 5/1 2/1 9/1 6/1 2/0 9/0 6/0 3/0 0/0 6/0 3/0 0/0 7/0 5/0 2/0 9/0 6/0 2/0 9/0 6/0
24		Commence KLOE Service Reviews	60 days	Mon 28/11/11	Fri 17/02/12	▼
25	III	KLOE 1 Alignment of Corporate Plan & Budget Making Process	60 days	Mon 28/11/11	Fri 17/02/12	
26		KLOE 2 Review & Refresh Code of Corporate Governance	60 days	Mon 28/11/11	Fri 17/02/12	
27	III	KLOE 3 Review of relationship between devolved and central functions	60 days	Mon 28/11/11	Fri 17/02/12	
28		KLOE 4 Review of Internal Audit	60 days	Mon 28/11/11	Fri 17/02/12	
29		KLOE 5 Review of Policy		Mon 28/11/11	Fri 17/02/12	
30	III	KLOE 6 Review of Committee Services		Mon 28/11/11	Fri 17/02/12	
31		KLOE 7 Review of Performance	60 days	Mon 28/11/11	Fri 17/02/12	
32		KLOE 8 Review of Equalities	60 days	Mon 28/11/11	Fri 17/02/12	
33	111	KLOE 9 Review of Fees & Charges	60 days	Mon 28/11/11	Fri 17/02/12	
34		KLOE 10 Member Development Programme	60 days	Mon 28/11/11	Fri 17/02/12	
35						
36		Corporate Governance Committee Meeting	0 days	Wed 07/12/11	Wed 07/12/11	→ 0 7/12
37	III	Approve action plan, protocols for amnesty and next steps	0 days	Wed 07/12/11	Wed 07/12/11	→ 07/12
38	1	Approve procurement of external provider re KLOE4	0 days	Wed 07/12/11	Wed 07/12/11	
39						
40		Cabinet Meeting	0 days	Thu 08/12/11	Thu 08/12/11	
41		Approve Corporate Plan	0 days	Thu 08/12/11	Thu 08/12/11	● 08/12
42						
43		Full Council Meeting	0 days	Mon 12/12/11	Mon 12/12/11	
44	III	Approve Corporate Plan	0 days	Mon 12/12/11		
		pp	o dayo			Y
		Il Work Programme Task Progress		Summary		External Tasks Deadline
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ID	0	Task Name		Duration	Start	Finish	1st Quarter 1/1 4/1 1/1 8/1 5/1 2/1 9/1 6/1 2/0 9/0 6/0 3/0 0/0 6/0 3/0 0/0 7/0 5/0 2/0
15	-						/ 14/1 1/1 10/1 10/1 12/1 13/1 10/1 12/0 13/0 10/0 10/0 10/0 10/0 10/0 10/0 12/0
46		Launch of Corner	ate Plan by Leader and Deputy Leader	0 days	Tue 13/12/11	Tue 13/12/11	12/12
J		Launch of Corpor	are i ian by Leader and Deputy Leader	U days	146 13/12/11	106 13/12/11	→ 13/12
17		Launch of Cor	porate Governance Amnesty	0 days	Tue 13/12/11	Tue 13/12/11	13/12
18		Launch of Cult	ural Audit Programme	0 days	Tue 13/12/11	Tue 13/12/11	13/12
19							
50		Member Training	Group/DCX set out member development programme	20 days	Mon 05/12/11	Fri 30/12/11	
50		Member Training	aroup/DOX set out member development programme	20 days	WIOTI 03/12/11	111 30/12/11	
51		Member Traini	ng Group/DCX set out development programme	10 days	Mon 05/12/11	Fri 16/12/11	
52	III	Commission e	xternal support for Member development programme	20 days	Mon 05/12/11	Fri 30/12/11	
53							
54	-	Cabinet member of	pen door drop-in sessions with officers and partners	35 days	Tue 13/12/11	Mon 30/01/12	
	-						[5]
55							
56		Corporate Govern	ance Amnesty period	35 days?	Wed 14/12/11	Tue 31/01/12	▼
57	III	Issues and cor	ncerns collated and analysed	35 days	Wed 14/12/11	Tue 31/01/12	<u>*</u>
58	111	CGCT address	s issues and concerns raised as a result of Corporate Amnesty	21 days?	Tue 03/01/12	Tue 31/01/12	*
59							
60		Corporate Govern	ance Committee Meeting	0 days	Wed 18/01/12	Wed 18/01/12	♠ 18/01
61	-	Report on outo	ome of KLOE 4 Review of Internal Audit	0 days	Wed 18/01/12	Wed 18/01/12	♦ 18/01
62							
63		Start monthly dep	artmental corporate governance discussion meetings	0 days	Tue 31/01/12	Tue 31/01/12	31/01
64							Ţ
65		Start Cabinet/Chie	f Officer discussion forum on corporate governance	0 days	Tue 31/01/12	Tue 31/01/12	→ 31/01
66							
							<u> </u>
nia:	t. O	JI Wayle Drag	Task Progress		Summary		External Tasks Deadline
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	1 Tas	sk Name		Duration	Start	Finish	7/1 4/1 1/1 9/1 5/1 9/1 0/1 6/1	1st Quarter 2/0 9/0 6/0 3/0 0/0 6/0 3/0 0/0 7/0	2nd Qu
,	III	Employee focus groups	s with external facilitator	15 days	Mon 16/01/12	Fri 03/02/12	7/1 4/1 1/1 0/1 3/1 2/1 3/1 0/1	270 370 070 070 070 070 070 070 070 777	0 3/0 2/0 3/0 0/0 2/0 3/
		Corporate Governance	Committee Meeting	0 days	Wed 08/02/12	Wed 08/02/12		◆ 08/02	
	-	Report on outcome of	of KLOE 2 Code of Corporate Governance	0 days	Wed 08/02/12	Wed 08/02/12		◆ 08/02	
	=	Report on outcome of	of KLOE 6 Review of Committee Services	0 days	Wed 08/02/12	Wed 08/02/12		◆ 08/02	
		Corporate Governance	Committee Meeting	25 days	Wed 29/02/12	Tue 03/04/12			
	=		re cultural change and officer development programme	0 days	Wed 29/02/12			•	29/02
	==	Approve next steps i	in relation to member development programme	0 days	Wed 29/02/12	Wed 29/02/12		•	29/02
		External commission	n to deliver cultural change/officer development programme	25 days	Wed 29/02/12	Tue 03/04/12			
		External support con	nmissioned to deliver member development programme	25 days	Wed 29/02/12	Tue 03/04/12			
	III	Cultural change and	officer development programme launched	0 days	Mon 02/04/12	Mon 02/04/12			• 02/0
	==	Member developme	nt programme launched	0 days	Mon 02/04/12	Mon 02/04/12			• 02/0
		Corporate Governance	Committee Meeting	0 days	Wed 21/03/12	Wed 21/03/12			2 1/03
	III	Report on outcome	of KLOE 1 Alignment of Corporate Plan and Budget	0 days	Wed 21/03/12	Wed 21/03/12			21/03
			of KLOE 3 Review of corporate/devolved functions	0 days	Wed 21/03/12	Wed 21/03/12			21/03
			<u> </u>						Y
				0 days	Wed 21/03/12				21/03
		Report on outcome of KLOE 7 Review of Performance (Corporate)		0 days	Wed 21/03/12	Wed 21/03/12			21/03
	III	Report on outcome of KLOE 7 Review of Performance (Management)		0 days	Wed 21/03/12	Wed 21/03/12			21/03
	Report on outcome of KLOE 8 Equalities		0 days	Wed 21/03/12	Wed 21/03/12			2 1/03	
		Report on outcome of	of KLOE 9 Review of Fees and Charges	0 days	Wed 21/03/12	Wed 21/03/12			21/03
	Overall M	Vork Programms	Task Progress		Summary		External Tasks	Deadline	<u> </u>
ject: Overall Work Programme te: Fri 02/12/11 Split Milestone			•	Project Su	•	External Milestone	<u> </u>	*	