

## Appendix 1

Red **R**  
Amber **A**  
Green **G**

## Living Safely

01.01.01 To reduce crime and the fear of crime				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.01a Implement a comprehensive action plan, through Crimes Against Property Action Group (CAPAG) to reduce acquisitive crime	Sara Williams	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Quarterly meetings of Crimes Against Property Action Group	Andy Bamber	31/03/08	<b>A</b> On Target	
2. Robust action plan implemented from April 2007 with regular progress reports to Living Safely CPAG	Andy Bamber	30/04/07	<b>G</b> Completed	
3. Support the delivery of all Partnership activities contained within the plan by March 2008	Andy Bamber	31/03/08	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.01b Target hardening vulnerable properties and businesses	Sara Williams	29/02/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Innovative programme of activities to be developed and agreed by the Partnership by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
2. 6 month evaluation of 1st year's activities by August 2007	Andy Bamber	31/08/07	<b>R</b> Overdue	The evaluation will now take place at the end of October on the advice of the crime analyst as work has only recently been completed.
3. All works completed by February 2008	Andy Bamber	29/02/08	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.01c Target the most prolific offenders for multi-agency action	Sara Williams	31/03/08	<b>A</b> 66%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Continue to strengthen partnerships with Rehabilitate and Resettle strand, including having effective engagement from the PCT, Job Centre Plus and Children's Services by August 2007	Andy Bamber	31/08/07	<b>R</b> Overdue	There is representation from Children's Services and Job Centre Plus, discussion is continuing with the PCT about the best means of representation.
2. Implement the Prevent and Deter strand action plan and work with 30 young people by the end of 2007/08	Andy Bamber	31/03/08	<b>A</b> On target	
3. Ensure targets around reducing re offending amongst priority and prolific offenders are met by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.01e Improve street lighting levels in areas with high levels of fear of crime	Sara Williams	28/02/08	<b>A</b> 0%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Identify target sites by 31 July 2007	Andy Bamber	31/07/07	<b>R</b> Overdue	There has been a delay in the identification of target sites, it is however expected that the activity will achieve by year end.
2. Review lighting levels by 30 September 2007	Andy Bamber	30/09/07	<b>R</b> Overdue	Milestone delayed due to delay in the identification of target sites.
3. Approval of proposals for improvement by 30 October 2007	Andy Bamber	30/10/07	<b>A</b> On target	
4. Implementation by 28 February 2008	Andy Bamber	28/02/08	<b>A</b> On target	

## Appendix 1

Red **R**  
 Amber **A**  
 Green **G**

**Living Safely**

01.01.02 To reduce violent crime, with a focus on youth and domestic violence				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.02a Implement an action plan, through the Violent Crime Action Group, to reduce violent crime, including GBH, ABH and common assault	Sara Williams	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Quarterly meetings of Violent Crime Action Group	Andy Bamber	31/03/08	<b>A</b> On target	
2. Effective action plan implemented from April 2007, with regular progress reports to Living Safely CPAG	Andy Bamber	30/04/07	<b>G</b> Completed	
3. Work closely with licensing to support an effective response to alcohol related violent crime by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
4. Reduce youth on youth violence in partnership with the Police, Children's Service and others through delivery of interventions including Safer Schools and Healthy Choices, Safe Choices by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.02e Work in partnership to ensure that children and families affected by domestic violence are offered appropriate support and protection	Sara Williams	31/03/08	<b>A</b> 70%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Identify appropriate lead officers for children and domestic violence in all key agencies by April 2007	Andy Bamber	30/04/07	<b>G</b> Completed	
2. Establish a joint subgroup of the Local Safeguarding Children Board and Violent Crime Action Group (VCAG) to develop and implement the revised protocol by December 2007	Andy Bamber	31/12/07	<b>G</b> Completed	
3. Agree a clear monitoring framework to monitor the effectiveness of the revised protocol by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
4. Commission and deliver specialist training for 32 key professionals working with DV perpetrators, by December 2007	Andy Bamber	31/12/07	<b>A</b> On target	
01.01.03 To extend engagement in constructive and law abiding activities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.03c Increase the provision of Positive Activities for Young People (PAYP)	Kevan Collins	31/12/08	<b>G</b> 100%	By the end of September 2007 we had supported 127 groups of young people. By the end of January this is likely to have exceeded 150 groups in total.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. PAYP to engage 650 young people by September 2007 and 900 by December 2008	Mary Durkin	31/12/08	<b>G</b> Completed	
01.01.04 To reduce the level of anti-social behaviour and the impact which ASB has on the quality of life of our communities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.04a Implement a comprehensive action plan, through the ASB Action Group, to reduce ASB	Sara Williams	31/03/08	<b>A</b> %	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Quarterly meetings of Antisocial Behaviour Action Group	Andy Bamber	31/03/08	<b>A</b> On target	
2. Action plan implemented from April 2007, with regular progress reports to Living Safely CPAG	Andy Bamber	30/04/07	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Safely

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.04b Provide a joined- up local approach to preventing ASB through the rollout of multi-agency Better Tower Hamlets Teams	Sara Williams	31/03/08	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. LAP 1 and 2 Better Tower Hamlets Team move into the Toby Club by September 2007	Andy Bamber	30/09/07	<b>G</b> Completed	
2. LAP 7 and 8 and LAP 3 and 4 Better Tower Hamlets Teams co-located and operational by September 2007	Andy Bamber	30/09/07	<b>R</b> Overdue	LAP 7&8 - Co-location to Anchorage House has been delayed due to IT problems. IT will set up public access computers at Anchorage house at the beginning of Nov. Revised co-locating date – early Nov. (Interim period) A date has been identified in mid Dec for the LAP 7&8 BHTT to Co-locate to the Isle of Dogs Police Station. There has been a slight delay due to Property services of the Metropolitan Police needing to agree the refurbishment work at the Police Station. Lap 3&4 – Co-location date has been delayed due to refurbishment not starting at the new site. New timescales are yet to be agreed.
3. Better Tower Hamlets Teams evaluation complete by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.04h Use CCTV and Professional Witness to effectively monitor adherence to Acceptable Behaviour Contracts (ABCs) and Anti Social Behaviour Orders (ASBOs) and enforce all breaches	Sara Williams	31/03/08	<b>A</b> %	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. CCTV Control Room and Professional Witness Service staff aware of and monitoring all ABCs and ASBOs by April 2007	Andy Bamber	30/04/07	<b>R</b> Overdue	A process has been agreed with the Police partners to feed all photographs of perpetrators on ASBO's with the conditions of their ASBO to CCTV control room and PWS staff to actively monitor breaches. Any perpetrators identified in breaching the conditions of their ASBO the information is forwarded to Crime partnership unit, local SNT and Community safety operations team. The milestone has been reached and a system is in place.
2. All ASBO and ABC breaches reported to Investigation Officer with one working days and followed up through Partnership enforcement action- March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.04j Develop the use of CCTV to prevent crime and bring offenders to justice	Sara Williams	31/05/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Finalise and begin implementation of Partnership CCTV Strategy and associated action plan, covering strategic objectives and process for allocation by May 2007	Andy Bamber	31/05/07	<b>G</b> Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.04m Undertake a review of the licensing policy	Alex Cosgrave	31/12/07	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Complete consultation by June 2007	Colin Perrins	30/06/07	<b>G</b> Completed	
2. Draft Policy to Cabinet by October 2007	Colin Perrins	31/10/07	<b>A</b> On target	
3. Full Council approval by December 2007	Colin Perrins	31/12/07	<b>A</b> On target	

## Appendix 1

Red	<b>R</b>
Amber	<b>A</b>
Green	<b>G</b>

**Living Safely**

01.01.05 To reduce substance misuse and related crime through effective treatment, prevention, enforcement and community engagement				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.05a Continue to promote treatment uptake and increase retention	Sara Williams	31/03/08	<b>A</b> 65%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Revised directory of treatment services to be published by June 2007	Andy Bamber	30/06/07	<b>R</b> Overdue	Directory of services to be published and distributed in November 2007 alongside guide to services developed for residents.
2. Coordinated promotion of available service including newsletter, website refresh and media campaign to be delivered by June 2007	Andy Bamber	30/06/07	<b>G</b> Completed	
3. Continue to monitor retention rates and treatment outcomes for the Bangladeshi population- ongoing quarterly monitoring to DAT	Andy Bamber	31/03/08	<b>G</b> Completed	
4. Commission local needs assessment to inform future commissioning decisions by May 2007	Andy Bamber	31/05/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.05b Continue to develop drug treatment provision to meet local needs	Sara Williams	31/08/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. All service level agreements to involve service users in their development- May 2007	Andy Bamber	31/05/07	<b>G</b> Completed	
2. Service users to be represented at all levels of the DAT commissioning structure- May 2007	Andy Bamber	31/05/07	<b>G</b> Completed	
3. DAT to provide personal development, training and mentoring of service users to enable them to participate effectively in the commissioning process by August 2007	Andy Bamber	31/08/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.05d Deliver effective prevention and early intervention through training and development and a focus on treatment for young people	Sara Williams	31/07/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Social Marketing Campaign to be commissioned targeting those at risk of harm from substance misuse by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
2. Alcohol Harm Reduction Strategy document to be published May 2007 with working group established to implement strategy by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.05f Reduce rates of re-offending by drug misusing offenders	Sara Williams	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. New Required Second Assessment legislation implemented from April 2007	Andy Bamber	30/04/07	<b>R</b> Overdue	There is a need to drive up performance against KPIs 2 and 3. To initiate data and systems analysis and put agreed actions in place to performance manage those parts of DIP impacting upon the targets.
2. Prison Exit Team to ensure that all drug misusing offenders leaving custody access treatment services on day of release- March 2008	Andy Bamber	31/03/08	<b>G</b> Completed	

## Appendix 1

Red	<b>R</b>
Amber	<b>A</b>
Green	<b>G</b>

## Living Safely

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.05g Develop and implement an action plan with the Police to tackle drugs availability and dealing	Sara Williams	31/03/08	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Drugs availability strategy and action plan in place by April 2007	Andy Bamber	30/04/07	<b>G</b> Completed	
2. Action plan to include a full programme of enforcement activities- March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
01.01.06 To reduce hate crime and promote community cohesion				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.06a Implement a comprehensive and effective action plan, through the Race and Hate Crime Interagency Forum, to prevent and reduce hate crime and promote community cohesion	Sara Williams	31/03/08	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Quarterly meetings of Race and Hate Crime Interagency Forum (RHIAF)	Andy Bamber	31/03/08	<b>A</b> On target	
2. Comprehensive action plan, covering all strands of Hate Crime, in place by April 2007, with regular monitoring to Living Safely CPAG	Andy Bamber	30/04/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.06c Collate and disseminate good practice around race and hate crime to all within the service and the borough	Sara Williams	31/07/07	<b>R</b> 30%	The activity will be completed in December 2007.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Produce an 'Easy Reference Pack' for internal and external partners showing how to effectively present, intervene and enforce against hate crime by July 2007	Andy Bamber	31/07/07	<b>R</b> Overdue	This project has slipped due to staffing changes in the Hate Crime Policy & Partnership Team - the project is now on target to be completed by Dec 07.
01.01.08 To improve service delivery across the Community Safety Service				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.08a Complete a review of customer feedback mechanisms in the Community Safety Service	Sara Williams	31/03/08	<b>A</b> %	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Review fully scoped by June 2007	Andy Bamber	30/06/07	<b>G</b> Completed	
2. Consultation, benchmarking and best practice gathering completed by August 2007	Andy Bamber	31/08/07	<b>G</b> Completed	
3. Review and recommendations agreed by September 2007	Andy Bamber	30/09/07	<b>G</b> Completed	
4. Recommendations implemented by March 2008	Andy Bamber	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.08b Further develop clear and productive relationships between Community Safety and housing providers	Sara Williams	31/03/08	<b>A</b> %	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Complete and agree service level agreement with LBTH ALMO by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
2. Effectively market services offered by Community Safety to social landlords- March 2008 and ongoing	Andy Bamber	31/03/08	<b>A</b> On target	

## Appendix 1

Red	<b>R</b>
Amber	<b>A</b>
Green	<b>G</b>

## Living Safely

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.08d Utilise benchmarking to deliver business benefits	Sara Williams	30/09/07	<b>R</b> %	The Strategic Assessment is currently in production and will be presented to the Living Safely CPAG on the 21st November 2007.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Bring ASB Pls in line with Housemark benchmarking club standard by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
2. Benchmark the Partnership strategic assessment with top performers to ensure best practice by September 2007	Andy Bamber	30/09/07	<b>R</b> Overdue	The Strategic Assessment is currently in production and will be presented to the Living Safely CPAG on the 21st November 2007. We have utilised best practice guidance in the preparation of this and will compare our version with partner authorities to inform the production of this document next year.
01.01.09 To increase community safety on estates				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.09a Agree a programme of security improvement works for communal areas, and estate lighting and horticulture	Maureen McEleney	31/03/08	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Agree a programme of estate lighting schemes by June 2007	Terry Damiano	30/06/07	<b>G</b> Completed	
2. Programme of works completed by March 2008	Terry Damiano	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.09b Sign up to the Respect Standard of Housing Management for Tower Hamlets	Maureen McEleney	30/09/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Sign up completed by September 2007	Terry Damiano	30/09/07	<b>G</b> Completed	
01.01.10 To make streets, public areas, residential areas and open spaces safer				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.10a Continue to contribute towards ensuring the free flow of traffic and improving pedestrian and road-user safety by developing and implementing a new Parking Enforcement	Alex Cosgrave	31/12/07	<b>A</b> 25%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Undertake analysis of existing enforcement practices by June 2007	John Palmer	30/06/07	<b>G</b> Completed	
2. Benchmark enforcement practices against other similar boroughs by October 2007	John Palmer	31/10/07	<b>A</b> On target	
3. Parking Enforcement Plan submitted for approval by December 2007	John Palmer	31/12/07	<b>A</b> On target	
4. Action Plan produced detailing schedule of 'works' by December 2007	John Palmer	31/12/07	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.10b Improve the profile of the Park Community Ranger Service with community	Alex Cosgrave	30/09/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Gain membership of the National Park force Programme by May 2007	Paul Martindill	31/05/07	<b>G</b> Completed	
2. Enhanced parks monitoring and information programme implemented by September 2007	Paul Martindill	30/09/07	<b>G</b> Completed	

## Appendix 1

Red **R**  
 Amber **A**  
 Green **G**

**Living Safely**

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.01.10c Develop and implement a wider programme to reduce crime and anti social behaviour in parks and open spaces in consultation with the LAPs	Alex Cosgrave	31/03/08	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop programme with delivery plan by June 2007 in line with LAP Director consultation	Paul Martindill	30/06/07	<b>G</b> Completed	
2. Improvement in number of people feeling unsafe or very unsafe in parks from 19% (2006/07) to 16%( 2007/08) as measured by the Parks KPMC survey- March 2008	Paul Martindill	31/03/08	<b>A</b> On target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.10d Introduce 3 local safety schemes targeting locations with the worst road accident casualty records	Alex Cosgrave	31/03/08	<b>A</b> 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. 3 priority sites confirmed by April 2007	John Palmer	30/04/07	<b>G</b> Completed	
2. Outline design completed by July 2007	John Palmer	31/07/07	<b>G</b> Completed	
3. Public and statutory consultation completed by September 2007	John Palmer	30/09/07	<b>G</b> Completed	
4. Scheme implementation completed by January 2008	John Palmer	31/01/08	<b>A</b> On target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.10e Introduce 4 new safe schools with approved School Travel Plans	Alex Cosgrave	31/03/08	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. School Travel Plans approved by September 2007	John Palmer	30/09/07	<b>G</b> Completed	
2. Outline designs completed by September 2007	John Palmer	30/09/07	<b>G</b> Completed	
3. Public and statutory consultation completed by November 2007	John Palmer	30/11/07	<b>A</b> On target	
4. Scheme implementation complete by March 2008	John Palmer	31/03/08	<b>A</b> On target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
01.01.10g Introduce new 20 mph zones to reduce the speed of traffic in residential areas	Alex Cosgrave	31/03/08	<b>A</b> 0%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Complete consultation on Isle of Dogs 20 mph zones by June 2007	John Palmer	30/06/07	<b>R</b> Overdue	All work on 20 mph zones has been delayed due to completion of 2006/07 works and statutory work plans affecting the programming of work, particularly on the Isle of Dogs. New deadlines for the work on the Isle of Dogs are under discussion.
2. Outline design of Bethnal Green (27N) zone complete by September 2007	John Palmer	30/09/07	<b>R</b> Overdue	All work has been delayed due to completion of 2006/07 works and statutory work plans affecting the programming of work. The new deadline for this activity is 30/11/07.
3. Construction of Isle of Dogs zones complete by October 2007	John Palmer	31/10/07	<b>R</b> Overdue	All work has been delayed due to completion of 2006/07 works and statutory work plans affecting the programming of work. The new deadline for completion is 31/3/08.
4. Construction on Bethnal Green (27N) zone complete by December 2007	John Palmer	31/12/07	<b>A</b> On target	
5. Construction of Bethnal Green (27N) zone complete by March 2008	John Palmer	31/03/08	<b>A</b> On target	

## Appendix 1

Red	<b>R</b>
Amber	<b>A</b>
Green	<b>G</b>

## Living Safely

01.02.01 To improve the cleanliness of the borough's streets including housing estates and parks				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.01a Develop a programme of minor estate improvement works to communal areas on Council estates	Maureen McEleney	31/03/08	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Estate Improvement Budget agreed by April 2007	Terry Damiano	30/04/07	<b>G</b> Completed	
2. Programme of works developed and agreed by June 2007	Terry Damiano	30/06/07	<b>G</b> Completed	
3. A minimum of 65 blocks to benefit from 'spring clean' treatment by March 2008	Terry Damiano	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.01b Improve the management of cleansing in parks	Alex Cosgrave	31/10/07	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Development of enhanced monitoring regime in partnership with Grounds Maintenance Contractors to provide improved comparative data. Implementation by April 2007	John Palmer	30/04/07	<b>G</b> Completed	
2. Survey and review of initial data set October 2007 so ensure revised regime demonstrates improved efficiencies and effectiveness	John Palmer	31/10/07	<b>A</b> On target	
01.02.03a Consider a parking permit scheme linked to vehicle emissions				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.03a Consider a parking permit scheme linked to vehicle emissions	Alex Cosgrave	31/01/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Consultation undertaken to identify views of relevant stakeholders- September 2007	Bryan Jones	30/09/07	<b>G</b> Completed	
2. Report to Cabinet outlining recommendations- January 2008	Bryan Jones	31/01/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.03f To develop an Environmental Strategy for the Council	Alex Cosgrave	30/06/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Cabinet approval of Strategy in June 2007	Bryan Jones	30/06/07	<b>G</b> Completed	
01.02.04 To improve the physical environment				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.04b Whole corridor improvements introduced on 3 key streets, involving improved provision for pedestrians, revised waiting and loading, street lighting improvements, reduction in street clutter, highway maintenance, accessibility improvements particularly around bus stops and cycle facilities (Sites probably- Bethnal Green Road, Poplar High St, Roman Road or Westferry Road)	Alex Cosgrave	31/03/08	<b>A</b> 60%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Outline designs prepared by August 2007	John Palmer	31/08/07	<b>G</b> Completed	
2. Public and statutory consultation complete by November 2007	John Palmer	30/11/07	<b>A</b> On target	
3. Implementation complete by March 2008	John Palmer	31/03/08	<b>A</b> On target	



Red **R**  
 Amber **A**  
 Green **G**

### Living Safely

01.02.05 To improve the provision and quality of public open space				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.05a Construction of Meath Gardens pedestrian and cycle bridge to increase accessibility to Mile End Park	Alex Cosgrave	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Detailed construction designs complete by July 2007	John Palmer	31/07/07	<b>G</b> Completed	
2. Confirmation of all required funding by October 2007	John Palmer	31/10/07	<b>G</b> Completed	
3. Construction complete by March 2008	John Palmer	31/03/08	<b>A</b> On target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
01.02.05b Progress quality improvements in parks and open spaces	Alex Cosgrave	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Develop and implement year 2 of the Park and Open Space Strategy. Prepare action plan April 2007	Paul Martindill	30/04/07	<b>G</b> Completed	
2. Progress capital programme in conjunction with LAP Directors implementation by March 2008	Paul Martindill	31/03/08	<b>A</b> On target	
3. Secure at least one additional Green Flag award and retain all existing Green Flag Awards by July 2007	Paul Martindill	31/07/07	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.01.01 To provide decent homes and decent neighbourhoods				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.01a Deliver a programme of major repair and improvement works to Council homes and estates	Maureen McElenny	31/07/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Programme agreed by July 2007	Jackie Odunoye	31/07/2007	<b>G</b> Completed	
2. Develop Decent Homes Plus standard by July 2007	Jackie Odunoye	31/07/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.01b Develop a Tower Hamlets Housing Investment Strategy	Emma Peters	31/10/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Develop proposals for Ocean Estate by September 2007	Jackie Odunoye	30/09/2007	<b>G</b> Completed	
2. Develop detailed proposals for ALMO by October 2007	Maureen McElenny	31/10/2007	<b>G</b> Completed	
02.01.02 To increase the supply of affordable homes				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.02a Secure new affordable housing through planning contribution process, Housing Corporation funding and Local Authority Grant	Emma Peters	31/03/2008	<b>A</b> 70%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Progress report to Cabinet by July 2007	Jackie Odunoye	31/07/2007	<b>G</b> Completed	
2. Enable partner providers to create 1100 new affordable homes by March 2008	Jackie Odunoye	31/03/2008	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.02b Reduce the number of empty properties through the Private Sector Renewal and Empty Property Framework. Use grants to increase the number of non-decent vacant homes brought back into use as affordable rented homes	Emma Peters	31/03/2008	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. 17 empty and non-decent homes bought up to the Decent Homes Standard and returned to use by March 2008 (LPSA target)	Jackie Odunoye	31/03/2008	<b>G</b> Completed	
02.01.03 To provide excellent housing services in consultation with the residents who use them				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.03a Develop a resident involvement strategy for Housing Services	Maureen McElenny	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Resident Involvement Strategy agreed by July 2007	Maureen McElenny	31/07/2007	<b>G</b> Completed	
2. Resident Involvement Strategy and action plan for delivery rolled out from September 2007	Maureen McElenny	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.03b Consult on and develop arrangements for the future delivery of landlord services by July 2007	Maureen McElenny	31/07/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Commence consultation April 2007	Maureen McElenny	30/04/2007	<b>G</b> Completed	
2. Report to Cabinet- July 2007	Maureen McElenny	31/07/2007	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.03c Implement a Landlord Service Improvement Programme to achieve a minimum two star rating at inspection	Maureen McElenev	31/12/2007	A 90%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Roll out the activities in the Landlord Service Improvement Plan from April 2007	Maureen McElenev	30/04/2007	G Completed	
2. Produce 6-month evaluation report of progress by September 2007	Maureen McElenev	30/09/2007	G Completed	
3. Audit Commission Inspection confirmed by December 2007	Maureen McElenev	31/12/2007	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.01.03d Deliver VFM improvements through the implementation of the value for money Improvement Plan	Maureen McElenev	31/12/2007	A 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Complete HouseMark financial and performance benchmarking (2006/07 actuals) by	Maureen McElenev	31/07/2007	R Overdue	Now due November 2007
2. Set medium term cost expenditure targets and include in Financial Planning Submissions by July 2007	Maureen McElenev	31/07/2007	R Overdue	Now due December 2007
3. Housing Procurement Strategy developed by December 2007	Maureen McElenev	31/12/2007	A On Target	
02.02.01 To reduce the number of residents who smoke or are exposed to tobacco smoke of others				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.01a In partnership with the PCT formulate a smoking cessation strategy	Alex Cosgrave	31/03/2008	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Secure Central Government funding- April 2007	Bryan Jones	30/04/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.01b Form a Tobacco Control unit whose main objectives are to:- To implement smoke free enclosed spaces within Tower Hamlets; To build a sustainable tobacco control partnership for Tower Hamlets; To promote smoking cessation to residents, visitors and workers in Tower Hamlets	Alex Cosgrave	31/03/2008	A 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Tobacco Control Unit established- April 2007	Bryan Jones	30/04/2007	G Completed	
2. Produce implementation tobacco control strategy and action plan- April 2007	Bryan Jones	30/04/2007	G Completed	
3. Implement new legislation- July 2007	Bryan Jones	31/07/2007	G Completed	
4. Review implementation- September 2007	Bryan Jones	30/09/2007	G Completed	
5. Undertake a programme of local awareness raising activities by March 2008	Bryan Jones	31/03/2008	A On Target	
02.02.02 To improve the health of children and young people				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02a Support the Third Sector to deliver an active play in parks scheme	Kevan Collins	30/09/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop programme with Third Sector and LAP Directors by April 2007	Natalie Parish	30/04/2007	G Completed	
2. Provide a programme on a minimum of 4 sites between July- September 2007	Natalie Parish	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02c Develop a service specification for provision of mainstream and specialist health services within Children's Centres, maximising efficiency and value for money	Kevan Collins	30/09/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Agree service specification by September 2007	Natalie Parish	30/09/2007	G Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02d Review and develop the core offer for school-based health services	Kevan Collins	30/06/2007	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Set up work stream and agree workplan by June 2007	Natalie Parish	30/06/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02e Ensure 75% of schools and Pupil Referral Units have achieved National Healthy Schools Status by March 2008	Kevan Collins	31/03/2008	<b>A</b> 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
All schools and PRUs who have the outdated level 3 Healthy Schools Status to upgrade and retain the status by July 2007	Natalie Parish	31/07/2007	<b>G</b> Completed	
2. 100% of schools are actively engaged in achieving Healthy Schools Status by December 2007	Natalie Parish	31/12/2007	<b>A</b> On Target	
3. By March 2008 75% of schools to have achieved Healthy Schools Status	Natalie Parish	31/03/2008	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02f Promote good nutrition and physical activity for the under 5s through Children's Centres including support for breastfeeding and weaning, and providing active 'stay and play'	Kevan Collins	30/09/2007	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Active 'stay and play' sessions in place in all Children's Centres by September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
2. Service specification for breastfeeding and weaning advice in Children's Centres in place by September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02g Ensure 80% of schools are delivering at least 2 hours of high quality PE every week in survey carried out- July 2007	Kevan Collins	30/09/2007	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Partnership Develop Managers monitoring of target- January 2007 and ongoing	Natalie Parish	31/01/2007	<b>G</b> Completed	
2. 100% schools to complete data questionnaire, with support- July 2007	Natalie Parish	31/07/2007	<b>G</b> Completed	
3. Increase in curriculum time to a baseline of 90 minutes (primary)- September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
4. Fit In 5! roll out- September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.02.02h Support schools to ensure that the emotional wellbeing of pupils is addressed effectively through the curriculum, through training of school staff, bringing in specialist mental health workers, and implementing the SEAL strategy effectively	Kevan Collins	30/09/2007	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. All primary schools to be engaged in SEAL delivery by September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
2. One 'champion' SEAL secondary school to be engaged with SEAL by September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.03.01 To deliver accessible, responsive, timely and appropriate adult care services for a diverse community				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.01b Full implementation of review of carers' services	John Goldup	31/08/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. All Service Agreements for revised suite of services signed by August 2007	John Goldup	31/08/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.01c Deliver improvements in services for people with sensory impairments to enable increased access to the range of services provided by the Council	John Goldup	30/09/2007	<b>R</b> 25%	Due to staff resources there has been a slight delay, this will be addressed by the end of the year. Deadline revised 31/03/08.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Directory of Low Vision Services published June 2007	John Goldup	30/06/2007	<b>R</b> Overdue	There have been delays in recruiting designated designers to publish the directory
2. Waiting list for visual impairment assessments reduced to zero by September 2007	John Goldup	30/09/2007	<b>R</b> Overdue	Waiting list cuts by 50%. Delays due to staff resources. Will be completed by the end of the year.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.01d Improve interpretation and translation facilities through building local voluntary sector capacity	John Goldup	31/03/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Pilot project on integrated service with Tower Hamlets PCT launched June 2007	John Goldup	30/06/2007	<b>G</b> Completed	
2. Year 1 evaluation on effectiveness and value for money completed by March 2008	John Goldup	31/03/2008	<b>A</b> On Target	
02.03.02 To promote independence and choice for vulnerable adults				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.02c Develop strategy for implementation of individualised budgets, maximising efficiency by aligning resource allocation with individual choices	John Goldup	30/09/2007	<b>R</b> 10%	Unable to recruit support for Direct Payment co-ordinator who is developing this workstream, the activity is likely to roll forward to 2008/09.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Strategy agreed by September 2007	John Goldup	30/09/2007	<b>R</b> Overdue	Unable to recruit support for Direct Payment co-ordinator who is developing this workstream. It is likely to roll forward to 2008/2009.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.02d Full roll out of telecare programme	John Goldup	31/03/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Roll out commences May 2007	John Goldup	31/05/2007	<b>G</b> Completed	
2. Roll out to 200 new service users completed by March 2008	John Goldup	31/03/2008	<b>A</b> On Target	
02.03.03 To ensure that care and support services are experienced by service users as 'joined-up' across organisational boundaries				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.03b Integrate commissioning function across Adults Health and Wellbeing and PCT to improve value for money	John Goldup	31/05/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Agree commissioning arrangements by September 2007	John Goldup	30/09/2007	<b>G</b> Completed	
2. Integrated commissioning arrangements in place by May 2008	John Goldup	31/05/2008	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.03.04 To promote effective working between Adult Social Care and Children's Services				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.04a Ensure robust arrangements for joint working in place	John Goldup	31/08/2007	<b>R</b> 50%	Policy in place for joint working, joint supervision of co-ordinator children and families and adult mental health with children's service manager. Attended children's management meeting to discuss stronger working relationships. Protocols' still being reviewed in light of new child protection procedures.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Complete review of protocols by August 2007	John Goldup	31/08/2007	<b>R</b> Overdue	Protocols still being reviewed in light of new child protection procedures.
02.03.05 To support vulnerable adults in making a positive contribution to their community				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.05a To commission employment support services for people with disabilities and mental health problems	John Goldup	31/03/2008	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. At least 30 people completing Way Ahead programme by August 2007	Barbara Disney	31/08/2007	<b>R</b> Overdue	11 People only have completed Way Ahead. Target of 30 not achieved due to drop out due to ill health
2. At least 50 people completing the 'Life begins...' programme by August 2007	Barbara Disney	31/08/2007	<b>R</b> Overdue	32 people have completed Life begins. Target of 50 not achieved due to drop out due to ill health
3. 120 people known to mental health services supported into or maintained in employment, voluntary work, education or training by March 2008	Barbara Disney	31/03/2008	<b>A</b> On Target	
4. 35 people with physical disabilities supported into voluntary or paid employment by March 2008	Barbara Disney	31/03/2008	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.05b Expansion of volunteering opportunities	John Goldup	31/03/2008	<b>A</b> 10%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Steering group established by September 2007	Barbara Disney	30/09/2007	<b>R</b> Overdue	Slippage but will be made-up by end of year.
2. Volunteering protocol agreed by January 2008	Barbara Disney	31/01/2008	<b>A</b> On Target	
3. 25 volunteers engaged with adult social care by March 2008	Barbara Disney	31/03/2008	<b>A</b> On Target	
02.03.06 To improve the links between targeted services for vulnerable adults and universal public and commercial services				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.06a Roll out fully the LinkAge Plus programme	John Goldup	31/07/2008	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Joint visiting teams with DWP established April 2007	Barbara Disney	30/04/2007	<b>G</b> Completed	
2. Helpline and website launched August 2007	Barbara Disney	31/08/2007	<b>G</b> Completed	
3. 100 adults supported through outreach July 2007	Barbara Disney	31/07/2007	<b>G</b> Completed	
4. 180 adults supported through outreach July 2008	Barbara Disney	31/07/2008	<b>A</b> On Target	
02.03.07 To reduce homelessness and meet the needs of vulnerable residents				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.07a Review and redevelop Homelessness Strategy for completion in March 2008	John Goldup	31/01/2008	<b>A</b> 30%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Conduct a review of homelessness in Tower Hamlets by July 2007	Vernon Simpson	31/07/2007	<b>G</b> Completed	
2. Conduct a review of prevention services, making recommendations for development by November 2007	Vernon Simpson	30/11/2007	<b>A</b> On Target	
3. Review accommodation provided for homeless households and access to settled homes by January 2008	Colin Cormack	31/01/2008	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.03.08 To maximise financial security and provide more effective financial advice to vulnerable groups				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.08b Support the development of a corporate approach to dealing with debt particularly when dealing with vulnerable clients	Emma Peters	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. School banking services introduced and piloted in two schools by September 2007	Chris Holme	30/09/2007	R Overdue	Junior saver scheme introduced at one school to date. Meeting with THCCU on 19/10 to look at how project being developed
2. 6 financial literacy workshops delivered in Children's Centres by December 2007	Chris Holme	31/12/2007	A On Target	
3. 500 affordable loans to people on low incomes approved by March 2008	Chris Holme	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.03.08c Promote welfare benefit and tax credit take up in partnership with key Third Sector and statutory partners	Emma Peters	31/03/2008	A 60%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Take up of pension credit, disability living allowance and attendance allowance, plus key in-work benefits, and child tax credit, increased by £5m by March 2008	Chris Holme	31/03/2008	A On Target	
2. Range of information leaflets on budgeting, borrowing, access to affordable credit and dealing with debts promoted in partnership with key stakeholders by June 2007	Chris Holme	30/06/2007	G Completed	
02.04.01 To continue to protect children from risk of harm and neglect				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.01a Continue to safeguard and promote the welfare of children through the work of the Local Safeguarding Children Board (LSCB)	Kevan Collins	30/12/2007	A 20%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Launch safeguarding handbook to be distributed to all for mosques and madrassahs- August 2007	Kamini Rambellas	31/08/2007	R Overdue	This has been completed and is currently in print. It will be distributed by the end of December 2007
2. Review and relaunch procedures on forced marriage- September 2007	Kamini Rambellas	30/09/2007	R Overdue	This will now be completed by February 2008.
3. Safeguarding seminar 1 delivered to black African churches- April 2007	Kamini Rambellas	30/04/2007	G Completed	
4. Safeguarding seminar 2 delivered to black African churches- December 2007	Kamini Rambellas	31/12/2007	A On Target	
5. Written information on services (including safeguarding) for parents to be distributed through schools, children's centres and community organisations by September 2007	Kamini Rambellas	30/09/2007	R Overdue	This was due to be completed by Sept 2007 but has not yet happened because the whole concept of the publication changed during the course of the year. Now the publication will be written by young people for young people. The expected date of completion is now March 2008.
6. Recruit project team of midwives and health visitors to offer intensive parenting support to 100 teenage parents by April 2007	Kamini Rambellas	30/04/2007	R Overdue	The recruitment of the project team from existing midwives and health visitors on secondment. Due in April 2007 has been delayed. Sustainability Plan is on course for completion in January 2008 The local authority will participate in national evaluation but not by May 2007. Info and data systems have been set up.

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.01b Work proactively with schools to improve their practice in safeguarding children	Kevan Collins	31/03/2008	A 25%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Monitoring programmes to include risk assessment audit by April 2007	Kamini Rambellas	30/04/2007	R Overdue	This was rescheduled to start at the beginning of the school year in September 2007.
2. Revised guidance for schools about risk assessment for extended provision/ trips and outings to be circulated July 2007	Kamini Rambellas	31/07/2007	R Overdue	The monitoring programmes including risk assessment audit that were due by April 2007 are now delayed until the new school year Revised guidance to be circulated to school due in July 2007 has been delayed till October.
3. 20 schools to receive safeguarding children training by March 2008	Kamini Rambellas	31/03/2008	A On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
02.04.01c Pilot a child and adult mental health project (CHAMP) to address the needs of children living with adults with mental health issues by March 2008	Kevan Collins	31/03/2008	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Children's specialist worker appointed by end May 2007 (pilot in Isle of Dogs Community mental health team- this has been agreed)	Kamini Rambellas	31/05/2007	G Completed	
2. Roles and criteria for referral to be agreed locally (i.e. with Isle of Dogs team) by end of May 2007	Kamini Rambellas	31/05/2007	G Completed	
3. Monitoring data in respect of milestones (numbers of joint visits made, children seen etc) will be presented by September and 3 monthly thereafter for 12 months pilot	Kamini Rambellas	31/03/2008	G Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
02.04.01e Improve on placement stability for children looked after through more effective care planning and reviewing through active tracking and provision of support packages to those children at risk of multiple placements	Kevan Collins	31/07/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Pilot the use of family conferencing as a means of gathering information and materials regarding the wider family network for children who are leaving their birth parents permanently, in 10 family conferences- to commence April 2007	Kamini Rambellas	30/04/2007	G Completed	
2. Launch the new Multi-Dimensional Treatment Foster Care Scheme, with first placements made July 2007	Kamini Rambellas	31/07/2007	G Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
02.04.01f Continue to produce appropriate publicity to make it easier for people to raise concerns they might have about a child	Kevan Collins	30/09/2007	R 33%	Activity should be completed by March 2008.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. LSCB communication strategy to be agreed by the Board by May 2007	Kamini Rambellas	31/05/2007	R Overdue	The communication strategy is overdue and now unlikely to be in place until March 2008.
2. LSCB website reviewed and updated by September 2007	Kamini Rambellas	30/09/2007	R Overdue	Upgrading of the website has now started and is anticipated to be completed by December 2007.
3. Publish and launch 'safe parenting/ your teenager' handbook by September 2007	Kamini Rambellas	30/09/2007	R Overdue	This was due to be completed by Sept 2007 but has not yet happened because the whole concept of the publication changed during the course of the year. Now the publication will be written by young people for young people. The expected date of completion is now March 2008.



Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.04.02 Improve access and quality of support to children and young people with disabilities and their families				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.02a Commission new support to families caring for disabled children to help them establish routines to assist in achieving sustainable care and promote their child's independence in the	Kevan Collins	30/06/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Award contract by June 2007	Kamini Rambellas	30/06/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.02c Undertake a holistic review of all services commissioned for children with disabilities and recommission according to need in March 2008, stripping out duplication, identifying gaps in service provision and achieving better value for money	Kevan Collins	31/08/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Consultation with providers on needs analysis by August 2007	Kamini Rambellas	31/08/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.02e Clarify and refine support thresholds for children with disabilities	Kevan Collins	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Review complete by September 2007	Kamini Rambellas	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.02f Implement the Lead Professional role	Kevan Collins	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Lead Professional protocol agreed agencies by September 2007	Kamini Rambellas	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.02g Participation Officer to undertake consultation with looked after young people with a disability to inform how the service is developed	Kevan Collins	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Consultation to be completed by September 2007	Kamini Rambellas	30/09/2007	Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Living Well

02.04.03 Strengthen our approach to partnership working in Children's Services, building on our Children and Young People's Strategic Partnership to provide effective governance and ensure delivery of priority outcomes

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.03a Strengthen the interface between the CYPSPG and integrated delivery arrangements to ensure accountability and performance management are embedded	Kevan Collins	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Develop and implement a more rigorous system for monitoring delivery and risks through the CYPSPG- to be in place from May 2007	Natalie Parish	31/05/2007	<b>G</b> Completed	
2. Proposal for new supporting architecture in place by September 2007	Natalie Parish	30/09/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
02.04.03b Maintain the Children and Young People's Plan (CYPP) as the key strategic document for guiding the partnership to deliver outcomes for children and young people	Kevan Collins	30/11/2007	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. CYPP refresh published June 2007	Natalie Parish	30/06/2007	<b>G</b> Completed	
2. Complete 6-month review of progress on the CYPP by November 2007	Natalie Parish	30/11/2007	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

03.01.01 To develop the strategic framework to promote sustainable and socially inclusive development				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.01c Complete preferred options consultation on the central Area Action Plan	Emma Peters	31/12/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. December 2007	Owen Whalley	31/12/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.01d Complete consultation on issues and options for Waste Development Plan document	Emma Peters	31/07/2007	<b>R</b> 0%	The intention for a waste DPD has been withdrawn along with the submitted LDF documents. This is reflected in the latest LDS. The work undertaken thus far will be more comprehensive and incorporated into a revised core strategy and subsequent plans, work towards which will commence in 2008
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. July 2007	Owen Whalley	31/07/2007	<b>R</b> Overdue	Not Commenced
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.01f Develop effective relationships with key strategic stakeholders including the ODA, GLA, LTGDC, TfL and LDA and influence the development of their strategies	Emma Peters	31/03/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Represent borough interests at the London Plan Further Alterations examination in public July	Owen Whalley	31/07/2007	<b>G</b> Completed	
2. Set up quarterly joint working groups to engage and influence other stakeholders via regular liaison and developing an integrated work	Owen Whalley	31/03/2008	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.01g Initiate a sustainable transport strategy	Emma Peters	31/12/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Strategy scoping document to Cabinet-September 2007	Owen Whalley	30/09/2007	<b>G</b> Completed	
2. Public consultation completed by December 2007	Owen Whalley	31/12/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.01h Develop a carbon reduction strategy, engaging the development industry and other stakeholders	Emma Peters	30/09/2007	<b>R</b> 50%	Background work has been undertaken through the Borough wide Environmental spatial options. This report is due to be complete in March 2008. This will inform a broader Carbon Reduction Strategy. In the interim officers encourage developers to embrace climate change / renewable energy / sustainable development as part of the pre-applications process.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Strategy scoping document to Cabinet-September 2007	Owen Whalley	30/09/2007	<b>R</b> Overdue	
03.01.02 To implement the Local Development Framework based area initiatives and secure benefits for borough residents				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.02a Determine priorities for local development framework delivery	Emma Peters	31/05/2007	<b>R</b> 90%	Have met with GOL to set out a new style LDS and the new content. A report is now scheduled for Cabinet on 5 December 2007.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Refine local development scheme and agree with GoL May 2007	Owen Whalley	31/05/2007	<b>R</b> Overdue	This will be determined through the LDS and consultation on Issues and Options scheduled for Spring 2008.

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.02b Preparing local development framework delivery documents	Emma Peters	31/07/2008	A 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Initiate phase 2 master planning process- May 2007. To be completed following the adoption of the current LDF documents- July 2008 (date subject to confirmation by PINS)	Owen Whalley	31/07/2008	R Overdue	The policy environment has been continuously changing in Tower Hamlets. Phase II Master planning for Fish Island has been initiated and a pre consultation draft is expected to be complete in March 2008. The Shadwell (Master plan) has been scaled down to a transport corridor/linkage study. Work is continuing on the Bromley by Bow Master plan. All other SPDs (including Housing & Planning Obligations) will be deferred until after the Core Strategy and other DPDs have sufficiently progressed through the plan making process.
2. External funding support secured for master plans to minimise costs to Council- May 2007	Owen Whalley	31/05/2007	G Completed	
3. Initiate SPDs in accordance with local development scheme- March 2008	Owen Whalley	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.02c Representing the borough's interests in the development of major public infrastructure projects	Emma Peters	31/10/2007	A 95%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Core evidence to House of Commons and House of Lords Select Committees to support Council's position on the Crossrail Hybrid Bill (House of Commons- March 2007; House of Lords- Autumn 2007)	Owen Whalley	31/10/2007	A On Target	
2. Secure compliance with DLR Transport and Works Act Order- September 2007	Owen Whalley	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.02d Delivering high quality design and urban space which enhances built heritage	Emma Peters	31/12/2007	A 90%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Adopt 35 CACS and management guidelines- July 2007	Owen Whalley	31/07/2007	G Completed	
2. Produce 15 new CACS and management guidelines- December 2007	Owen Whalley	31/12/2007	On Target	
3. Adopt pre-application protocol for major development projects- September 2007	Owen Whalley	30/09/2007	G Completed	
03.01.03 To improve the effectiveness of development control and building control processes				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.03a Improve the pre-application advice process, particularly for major developments to support delivery of a more efficient development control process	Emma Peters	31/12/2007	A 90%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Carry out stakeholder consultation by March 2007	Michael Kiely	31/03/2007	G Completed	
2. Devise and launch new pre-application procedures, including a charging regime, by June 2007	Michael Kiely	30/06/2007	G Completed	
3. Planning Delivery Agreements are trialled for all new strategic applications by December 2007	Michael Kiely	31/12/2007	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.03b Improve the process of negotiating and completing S106 legal agreements	Emma Peters	31/03/2008	A 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. New procedures (including an officer 'toolkit' and applicant advice notes) are launched by June	Michael Kiely	30/06/2007	G Completed	
2. 60% of major applications have S106 agreements 'ready to sign' when applications are reported to Committee by December 2007	Michael Kiely	31/12/2007	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.03c Improve performance in processing Land Charges searches by the digital capturing of all data in the Land Charges, Planning and Building Control Services to secure projected medium term efficiency savings	Emma Peters	31/03/2008	A 25%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Upgrade the hardware and software ICT infrastructure to support improved Land Charges searches by July 2007	Michael Kiely	31/07/2007	G Completed	
2. Digital back capture and quality control of 200,000 paper documents into the Land Charges register by March 2008	Michael Kiely	31/03/2008	A On Target	
3. Commence the digital back capture and quality control of 225,000 paper documents in Planning into the statutory register by November 2007	Michael Kiely	30/11/2007	A On Target	
4. Commence the digital back capture and quality control of 2.8 million paper documents in the Building Control service by March 2008	Michael Kiely	31/03/2008	A On Target	
03.01.04 To support business information and networking				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.04a Develop the East London Business Place demand/ supply chain model for SMEs in partnership with Canary Wharf Group and the other 4 host Olympic boroughs	Emma Peters	31/03/2008	A 80%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Business plan developed and funding streams identified by May 2007	Emma Peters	31/05/2007	G Completed	
2. Launch of the new model at summer annual business forum- July 2007	Emma Peters	31/07/2007	R Overdue	Milestone is 80% complete and expected to be completed shortly.
3. Quarterly report on the worth of the contracts secured by local Tower Hamlets companies demonstrates increase awarded on previous year- March 2008	Emma Peters	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.04b Improve evidence based information on business community	Emma Peters	30/06/2007	G 100%	Information received and being formatted into useable form
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Information base work completed- June 2007	Emma Peters	30/06/2007	G Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

03.01.07 To harness community benefits by securing and effectively managing external resources				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.01.07a Maximise external funding opportunities in line with Community Plan priorities	Emma Peters	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Effective finalisation and sign-off of SRB 6 programme (September 2007)	Chris Holme	30/09/2007	G Completed	
2. Provide quarterly update reports of the Neighbourhood Renewal Funded Programme to the Tower Hamlets Partnership	Chris Holme	31/03/2008	A On Target	
3. Ensure full Programme spend for the 2007/08 NRF allocation by March 2008	Chris Holme	31/03/2008	A On Target	
4. Evaluation of 2006/07 Corporate Match Funding Programme demonstrates increased value for money in delivery of agreed outputs- November 2007	Chris Holme	30/11/2007	A On Target	
5. Detailed delivery plan for 2007/08 Ocean NDC Programme agreed by August 2007	Chris Holme	31/08/2007	G Completed	
6. Delivery Plan for 2008/09 Ocean NDC Programme agreed by March 2008	Chris Holme	31/03/2008	On Target	
03.02.01 Ensure young people benefit from economic growth in Tower Hamlets, including in the public				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01a Support the transition of young people post 16 into further education, training or employment by more effective tracking and follow up through Personal Advisors	Kevan Collins	30/09/2007	G 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Work with schools to embed a shared database of post 16 destinations, highlight vulnerable young people, and target PA support by September 2007	Mary Durkin	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01b Develop, deliver and commission programmes with key employers for school leavers and young job seekers	Kevan Collins	31/05/2008	A 30%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Commission at least 10 entry level activity programmes for young people by May 2008	Mary Durkin	31/05/2008	A On Target	
2. 6-month report on programmes available for young people and evidence of development of new pathways provided for CPAG- 30 September	Mary Durkin	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01c Improve career pathways through enhancing links between schools, other learning providers and employers in key growth sectors	Kevan Collins	31/03/2008	A 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Develop a career pathway in health in partnership with B&LHT, HE and FE by March 2008	Mary Durkin	31/03/2008	A On Target	
2. Extend the Skillsmatch transitional employment programme to HLTT sector by March 2008	Mary Durkin	31/03/2008	A On Target	
3. Develop an employment and employability sub group of the Education Improvement Partnership by June 2007	Mary Durkin	30/06/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01d Expand the New Start project, to provide more opportunities for young people not in education, training and employment by March 2008	Kevan Collins	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. 30 young people referred and engaged with the project by June 2007	Mary Durkin	30/06/2007	G Completed	
2. 60 young people referred and engaged by September 2007	Mary Durkin	30/09/2007	G Completed	
3. 90 young people referred and engaged by December 2007	Mary Durkin	31/12/2007	A On Target	
4. 120 young people referred and engaged by March 2008	Mary Durkin	31/03/2008	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01e Offer more employer-led career development programmes, including work experience and internship opportunities, in partnership with the Education Business Partnership by March 2008	Kevan Collins	31/03/2008	A 85%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Agree employability offer with the 14 to 19 Education Improvement Partnership- June 2007	Mary Durkin	30/06/2007	G Completed	
2. Agree work experience schedules for 2007/08 academic year with schools- July 2007	Mary Durkin	31/07/2007	G Completed	
3. Deliver 2007/08 academic year work experience programme- July 2008	Mary Durkin	31/03/2008	A On Target	
4. Develop programme of career development programmes for key sectors in partnership with Futures/ Connexions- September 2007	Mary Durkin	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01f Provide every young person with access to information about the range of employment, education and training opportunities	Kevan Collins	31/03/2008	A 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. E-prospectus setting out post 16 education opportunities produced by April 2007	Mary Durkin	30/04/2007	G Completed	
2. Produce Labour Market Information materials for use by teaching and guidance staff by September 2007	Mary Durkin	30/09/2007	G Completed	
3. Written information on year 9 and year 11 pathways and opportunities available completed by December 2007	Mary Durkin	31/12/2007	A On Target	
4. Summer vacancy bulletin setting out summer leaver employment recruitment positions for 16 and 18 year old leavers by March 2008	Mary Durkin	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.01g Develop and adopt of Tower Hamlets NEET (not in employment, education or training) reduction strategy, coordinating the work of all key stakeholders by September 2007	Kevan Collins	31/03/2008	A 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Deliver Youth Engagement Programme consisting of 'door-knocking' exercises (calling personally at young people's homes) by teaching assistants during school-holidays in April, May, July, August, October, December and February	Mary Durkin	31/03/2008	A On Target	
2. Restructure the delivery of Connexions within the borough, ensuring that all NEET young people are allocated and have access to a Personal Advisor, by September 2007	Mary Durkin	30/09/2007	G Completed	
03.02.02 To increase the capacity of local residents to compete for jobs				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.02c In conjunction with the other 4 host boroughs develop the business plan for the Local Employment and Training Framework (LETF)	Emma Peters	31/07/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Business plan for LETF produced by summer 2007 in conjunction with other 4 Olympic host boroughs	Sue Hinds	31/07/2007	G Completed	
03.02.04 To improve information and understanding of the complexity of worklessness and unemployment				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.04a Continue to support the development of the City Strategy pilot	Emma Peters	31/03/2008	A 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Final business plan agreed by Partnership Board- April 2007	Sue Hinds	30/04/2007	G Completed	
2. Report to Cabinet- June 2007	Sue Hinds	30/06/2007	G Completed	
3. Implementation plan developed by March 2008 which demonstrates movement towards more efficient use of mainstream funds across the key agencies	Sue Hinds	31/03/2008	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Creating & Sharing Prosperity

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.04b Understanding worklessness document produced	Emma Peters	31/03/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Produced by July 2007	Sue Hinds	31/07/2007	<b>G</b> Completed	
2. Quarterly reports to CPAG on evidence base	Sue Hinds	31/03/2008	<b>A</b> On Target	
03.02.05 To support parents who wish to return to work				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
03.02.05a Audit current childcare provision and full and part time places in nursery classes/schools and revise plan for development of provision accordingly	Kevan Collins	31/12/2007	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Update childcare audit December 2007	Helen Jenner	31/12/2007	<b>A</b> On Target	
2. Work with FSA to pilot financial guide for new parents July 2007	Helen Jenner	31/07/2007	<b>G</b> Completed	



Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

04.01.01 To improve the standards of early years provision to give every child the best possible start in life				
	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.01a Ensure all children have the opportunity to attend high quality early education	Kevan Collins	31/03/2008	<b>A</b> 60%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Training and moderation in place to improve the quality of Foundation Stage assessment and planning across all foundation settings by July 2007	Helen Jenner	31/07/2007	<b>G</b> Completed	
2. 92% of 3 year olds in early years provision by January 2008	Helen Jenner	31/01/2008	<b>A</b> On Target	
3. Training programme for all schools and settings to address early years foundation stage in place by September 2007	Helen Jenner	30/09/2007	<b>G</b> Completed	
4. Improve support for leadership and management across all Children's Centre provision through use of performance management framework by July 2007	Helen Jenner	31/07/2007	<b>G</b> Completed	
5. Increase access to Children's Centres facilities for vulnerable groups by March 2008	Helen Jenner	31/03/2008	<b>A</b> On Target	
04.01.02 Extend the opportunities for all children, including those with disabilities, to enjoy a range of activities outside of school including participation in play, culture, arts and school				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.02a Provide a range of dedicated unsupervised outdoor play areas, skate parks, etc	Alex Cosgrave	31/12/2007	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Audit and analysis completed by June 2007	Paul Martindill	30/06/2007	<b>G</b> Completed	
2. Unsupervised play strategy and future development plan considered as part of the Olympic Strategy by December 2007	Paul Martindill	31/12/2007	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.02c Develop with partners a play strategy for Tower Hamlets	Alex Cosgrave	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Draft finalised- April 2007	Paul Martindill	30/04/2007	<b>G</b> Completed	
2. Cabinet- July 2007	Paul Martindill	31/07/2007	<b>G</b> Completed	
3. Develop with partners a 'big lottery' portfolio of priority actions for play and submission to the Big Lottery- September 2007	Paul Martindill	30/09/2007	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

04.01.03 Through personalised learning accelerate improvements in attainment with a particular focus on Key Stage 1 and 3 and English and mathematics at GCSE				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.03a Identify those at risk of not achieving at all Key Stages and put in place early intervention programmes, working across agencies to reduce underachievement and more expensive interventions at a later date, thereby achieving better outcomes and value for money. This includes continuing to support newly arrived pupils and those with English as an additional language and continuing to address boys' under achievement	Kevan Collins	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Target specifically those children at risk of not achieving level 4 in both English and maths at Key Stage 2 by May 2007	Helen Jenner	31/05/2007	G Completed	
2. Target pupils at risk of not achieving level 5 by the end of Key Stage 3; and those at risk of not achieving GCSEs including English and maths by May 2007	Carmel Littleton	31/05/2007	G Completed	
3. Develop the strategy for numeracy and literacy recovery programmes across the borough by September 2007	Helen Jenner	30/09/2007	G Completed	
4. All schools trained on use of RAISE online to evaluate interventions- December 2007	Carmel Littleton	31/12/2007	A On Target	
5. Review primary/ secondary transition arrangements to produce revised transition protocol by March 2008	Helen Jenner	31/03/2008	A On Target	
6. Reduce the number of schools judged as requiring improvement by OFSTED by 50% by March 2008	Helen Jenner	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.03c Target pupils disaffected with school pre-16, EBD (Emotional and Behaviour Disorder), post-16 and those recognised as ASD (Autistic Spectrum Disorder) as well as those achieving 4 A*-C but not English and maths at C+	Kevan Collins	31/01/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Electronic Common assessment framework training for schools completed- December 2007	Helen Jenner	31/12/2007	A On Target	
2. Protocol for Lead Professional and team around the child developed by September 2007	Helen Jenner	30/09/2007	G Completed	
3. Best practice disseminated on a monthly basis through BEHAVE newsletter, with report for each secondary school completed by January 2008	Helen Jenner	31/01/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.03d Develop a borough-wide strategy for the effective use of a managed learning environment to promote a personalised learning	Kevan Collins	30/09/2007	R 70%	The schools ICT strategy is in draft and is now due to be agreed by December 2007
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Borough-wide managed learning environment strategy in place for implementation by September 2007	Carmel Littleton	30/09/2007	R Overdue	The actual strategy will be developed as part of the ICT strategy that is in draft form at present and will approved by schools etc over the coming months. Draft ICT strategy to be agreed by the end of December 07' at the latest. ( Deadline extended from Sept 07 to Dec 07)

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.03e Work with schools to ensure our Building Schools for the Future vision and implementation enables a transformation in learning opportunities and environment across the borough	Kevan Collins	31/12/2007	A 30%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Invitation to competitive dialogue with three bidders commenced September 2007	Ann Sutcliffe	30/09/2007	G Completed	
2. Secure sign off to 'Strategy for Change' for wave 5 schools by September 2007	Ann Sutcliffe	30/12/2007	A On Target	
3. Agree 'Outline Business Case' for wave 5 schools by December 2007	Ann Sutcliffe	31/12/2007	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.03f Ensure provision mapping links with prevention strategy, wider extended provision and common assessment and referral processes	Kevan Collins	31/03/2008	A 70%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Numeracy recovery evaluated- March 2008	Helen Jenner	31/03/2008	A On Target	
2. Makaton support group established by September 2007	Helen Jenner	30/09/2007	G Completed	
3. CAF implementation completed- July 2007	Helen Jenner	31/07/2007	G Completed	
04.01.04 Maintaining a strong focus on securing the best possible outcomes for looked after children				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.04a Work with schools and personal tutors to make sure that children and young people who are looked after by the local authority are encouraged to maintain high aspirations and are actively involved in setting their own learning targets	Kevan Collins	31/03/2008	A 70%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Personal education plans (PEPs) to include children's targets by 31st March 2008	Kamini Rambellas	31/03/2008	A On Target	
2. 21% of looked after children to achieve at least 5 GCSEs graded A*-C or equivalent in results released provisionally by September 2007	Kamini Rambellas	30/09/2007	G Completed	
3. Choice Advisors to work with all carers to support transition to secondary school- July 2007	Kamini Rambellas	31/07/2007	G Completed	
4. Explore the use of additional targeted support and resources to support and improve attainment- September 2007	Kamini Rambellas	30/09/2007	G Completed	
5. Ensure looked after children are prioritised for access to catch up programmes in September 2007	Kamini Rambellas	30/09/2007	G Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

04.01.05 As part of our 14-19 learner entitlement, raise both aspirations and skills to lead to increased level 2 and level 3 achievement at 19

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.05a Plan 14-19 provision in order to meet the range of needs for all learners and secure better progression	Kevan Collins	31/03/2008	A 85%	Activity is on target and expected to achieve.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Complete report in partnership with Learning and Skills Council by September 2007	Carmel Littleton	30/09/2007	G Completed	
2. Targets set for level 2 provision post-16 in discussion with senior school staff by end of April 2007 (SDAs and 14-19 Strategic Manager)	Carmel Littleton	30/04/2007	G Completed	
3. Success against targets reviewed in October 2007/08	Carmel Littleton	31/10/2007	G Completed	
4. Achieve at least a 30% increase in the number of programmes leading to new level 2 attainment at 16+ by March 2008	Carmel Littleton	31/03/2008	A On Target	
5. Implement the 'September guarantee' across the borough by September 2007	Carmel Littleton	30/09/2007	G Completed	
6. Borough wide audit of 16+ learning needs- April 2007	Carmel Littleton	30/04/2007	G Completed	
7. Commissioning of new provision in response to unmet need- July 2007	Carmel Littleton	31/07/2007	G Completed	
04.01.06 Improve behaviour and attendance and reduce exclusions from school				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.06a Support schools in developing a wide range of school improvement strategies to improve behaviour and reduce incidents which lead to exclusion, by focussing on teaching and learning to improve pupil engagement, implementing the DfES Social and Emotional Aspects of Learning (SEAL) programme as part of our school partnership arrangements and working with the police, youth workers and the Third Sector to generate innovative ways to reduce levels of violence in schools	Kevan Collins	30/09/2007	G 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. One secondary school to implement the programme from September 2007	Helen Jenner	30/09/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.06b Establish secondary school partnership arrangements to support behaviour	Kevan Collins	30/09/2007	R 80%	This is a result of one of the milestones being overdue, however this is due to extensive work to incorporate the development of the Common Assessment Framework, the deadline has now been revised to
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Partnership and protocols in place by July 2007	Helen Jenner	31/07/2007	G Completed	
2. Toolkit provided for schools on integrated approaches from September 2007	Helen Jenner	30/09/2007	R Overdue	The guidance "Assessing and Responding to Individual Needs" has been reviewed and revised extensively to incorporate the development of the Common Assessment Framework and to be applicable to other settings and youth centres as well as to schools. It will be circulated by December 2007. Target deadline to be revised.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.06d Extend work with faith groups, to increase attendance, particularly at primary level by addressing issues like term-time leave	Kevan Collins	31/03/2008	A 85%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Agree closure of schools for Eid- September 2007	Helen Jenner	30/09/2007	G Completed	
2. Extend persistent absence project to 2 further schools by September 2007	Helen Jenner	30/09/2007	G Completed	
3. Review provision of primary school places by May 2007	Helen Jenner	31/05/2007	G Completed	
4. Review Pilot use of Budget Holding Lead Professional resources to reduce risk of poor attendance and exclusion by March 2008	Helen Jenner	31/03/2008	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.06e Reduce exclusions in schools and their impact, by supporting schools to develop a wide range of strategies to reduce incidents which lead to exclusion	Kevan Collins	31/03/2008	A 60%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Borough partnership to reduce exclusions established- September 2007	Helen Jenner	30/09/2007	G Completed	
2. Exclusions conference and guidelines reviewed May 2007	Helen Jenner	31/05/2007	G Completed	
3. 6 day plus provision for excluded pupils and behaviour and attendance partnership in place from September 2007	Helen Jenner	30/09/2007	G Completed	
4. Review hard-to-place admissions protocol by March 2008	Helen Jenner	31/03/2008	A On Target	
5. Managed moves and Youth Offending Team (YOT) protocols implemented September 2007	Helen Jenner	30/09/2007	R Overdue	The YOT Protocol is in place. The managed move protocol has been drafted and is now subject to consultation and we expect it to be agreed by the end of the year
6. Pilot project on building design and reasonable adjustments for pupils with Behavioural, Emotional or Social Difficulties and those on the autistic spectrum completed March 2008	Helen Jenner	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.06g Increase training for governing bodies	Kevan Collins	30/09/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Governors Training Programme by September 2007	Helen Jenner	30/09/2007	G Completed	
04.01.07 Enrich the curriculum offer, both within and beyond school, for all our children so that they enjoy learning, to offer a broad curriculum including creative and sporting activities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.07b Work through school sports partnerships and capitalise on the 2012 Paralympic and Olympics to increase the extent and quality of sports provision in schools, particularly in primary schools; ensuring children with disabilities are fully included	Kevan Collins	31/03/2008	A 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Active playtime strategy established- September 2007	Helen Jenner	30/09/2007	G Completed	
2. 100% of schools judged to offer good curriculum by March 2008	Helen Jenner	31/03/2008	G Completed	
3. Evaluation report on increasing physical activity in schools to be produced by July 2007	Helen Jenner	31/07/2007	G Completed	
04.01.09 To improve information, advice and guidance to all young people aged 10-19				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.09b Personalise the advice and guidance available to young people at risk of becoming NEET	Kevan Collins	30/09/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Early identification of year 11s at risk of becoming NEET (March 2007)- all young people at risk receive intensive support by September	Mary Durkin	30/09/2007	G Completed	
04.01.10 To increase parental engagement in children's learning				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.10a Develop integrated family support and parental engagement strategy across Children's Services	Kevan Collins	31/07/2007	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Integrated Family Support and Parental Engagement Strategy launched July 2007	Helen Jenner	31/07/2007	G Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.01.10c Improve information families and children so that they are aware of the range of activities available to them, and their responsibilities, and improve home/school liaison through ICT	Kevan Collins	30/09/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Ensure Parent Information Point (PIP), Parents Advice Centre and Children's Information Service become partnership resources for information sharing by September 2007	Helen Jenner	30/09/2007	<b>G</b> Completed	
04.02.01 To improve the quality of leisure provision and customer experience				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.01a Establish a Leisure Centre Public Consultation Group	Alex Cosgrave	29/02/2008	<b>A</b> 35%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Group established with terms of reference by June 2007	Paul Martindill	30/06/2007	<b>G</b> Completed	
2. Second meeting held by January 2008	Paul Martindill	31/01/2008	<b>A</b> On Target	
3. Public service standards agreed by the Group by February 2008	Paul Martindill	29/02/2008	<b>A</b> On Target	
04.02.02 To increase community engagement and participation in cultural activities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.02b Establish the Football Development partnership forum	Alex Cosgrave	30/06/2007	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Terms of reference agreed May 2007	Paul Martindill	31/05/2007	<b>G</b> Completed	
2. Forum established by June 2007	Paul Martindill	30/06/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.02e Increase usage of leisure centres of key target groups	Alex Cosgrave	31/03/2008	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Usage increased by 1% by March 2008: young people, older people, people with disabilities, BME, and women	Paul Martindill	31/03/2008	<b>A</b> On Target	
2. Usage increased by 5% by March 2008 for older people	Paul Martindill	31/03/2008	<b>A</b> On Target	
3. In consultation with 'Link Age' develop comprehensive programme of targeted activities for older people by April 2007	Paul Martindill	30/04/2007	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.02f Train 80 volunteers to support the delivery of sport in the borough	Alex Cosgrave	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. 20 trained by June 2007	Paul Martindill	30/06/2007	G Completed	
2. 20 trained by September 2007	Paul Martindill	30/09/2007	G Completed	
3. 20 trained by December 2007	Paul Martindill	31/12/2007	A On Target	
4. 20 trained by March 2008	Paul Martindill	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.02h Upgrade the qualifications of 40 sports coaches	Alex Cosgrave	31/03/2008	A 25%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. 10 coaches upgraded by June 2007	Paul Martindill	30/06/2007	G Completed	
2. 10 coaches upgraded by September 2007	Paul Martindill	30/09/2007	R Overdue	24 coaches who wish to upgrade their qualifications have been identified however the relevant national bodies have not run the appropriate courses enabling them to do so. It is intended to enrol the coaches onto the courses before dates are set so they will be offered a place on the next available course.
3. 10 coaches upgraded by December 2007	Paul Martindill	31/12/2007	A On Target	
4. 10 coaches upgraded by March 2008	Paul Martindill	31/03/2008	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.02i Enter 40 teams in the London Youth Games including 6 teams in disability sports activities	Alex Cosgrave	31/07/2007	G 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Participation in London Youth Games July 2007	Paul Martindill	31/07/2007	G Completed	
04.02.03 To improve participation in Idea Store, library and lifelong learning activities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.03a Improve user access to books, DVDs, CDs, the library catalogue, on-line services and information in Idea Stores, libraries and learning centres to services and increase participation to assist achieving reduction in unit costs	Alex Cosgrave	31/03/2008	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. New IT system procured by April 2007	Paul Martindill	30/04/2007	G Completed	
2. 1% increase in overall issues against 2006/07 outturn- March 2008	Paul Martindill	31/03/2008	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Learning, Achievement & Leisure

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.03b Undertake Idea Stores users' survey for people under 16 to improve knowledge and understanding of needs of under 16s	Alex Cosgrave	31/01/2008	A 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Complete library users' survey for young people under the age of 16 by June 2007	Paul Martindill	30/06/2007	G Completed	
2. Implement under 16s development plan/s by January 2008	Paul Martindill	31/01/2008	A On Target	
04.02.04 To increase participation in sport and physical activity for the community				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.04a Improve fixed play equipment on a range of sites	Alex Cosgrave	31/08/2007	G 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Determine site priority from Play Strategy August 2007	Paul Martindill	31/08/2007	G Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
04.02.04b Increase visits to leisure centres by 15,000 in comparison to 2006/07 outturn	Alex Cosgrave	31/10/2007	G 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Agree list and priorities with LAP Directors October 2007	Paul Martindill	31/10/2007	G Completed	
2. New leisure guides and programmes produced in April 2007	Paul Martindill	30/04/2007	G Completed	
3. New programme for 'Over 60s' in place April 2007	Paul Martindill	30/04/2007	G Completed	
4. Phase 2 York Hall refurbishment (health spa) open April 2007	Paul Martindill	30/04/2007	G Completed	
5. New membership package launched April 2007	Paul Martindill	30/04/2007	G Completed	



Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

05.01.01 To ensure that the Council's response to greater and flexible freedoms for local government maximises benefits to local people				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.01b Identify key elements of response and action to new local government legislation in terms of accountability arrangements	Martin Smith	31/12/07	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Directorate of Adults, Health and Wellbeing established by May 2007	Martin Smith	31/05/07	<b>G</b> Completed	
2. Directorate of Resources established by September 2007	Martin Smith	30/09/07	<b>G</b> Completed	
3. Directorate of Communities, Localities and Culture established by December 2007	Martin Smith	31/12/07	<b>A</b> On Target	
4. Corporate restructure complete by December 2007	Martin Smith	31/12/07	<b>A</b> On Target	
05.01.03 To develop a high performance culture by investing in Council staff				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.03b Put processes in place to support and track the progression of staff	Martin Smith	31/08/07	<b>R</b> 40%	Roll out will follow for other projects.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Coaching and mentoring schemes in place by August 2007	Deb Clarke	31/08/07	<b>R</b> Overdue	Coaching and mentoring scheme is up and running for all accredited programmes, both the Aspiring Leaders programme and Step Up Now 1 and Step Up Now 2. Roll out will follow for other projects.
05.01.04 To develop organisational performance across the Council				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.04a Undertake the second Council-wide staff survey	Martin Smith	31/07/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Survey completed by May 2007	Deb Clarke	31/05/07	<b>G</b> Completed	
2. Survey result communicated by June 2007 and action plan agreed by July 2007	Deb Clarke	31/07/2007	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.04b Co-ordinate the corporate IIP assessment	Martin Smith	30/06/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
On-site assessment undertaken in June 2007	Deb Clarke	30/06/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.04c Produce a corporate workforce development plan	Martin Smith	31/03/08	<b>A</b> 40%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
Plan developed by June 2007	Deb Clarke	30/06/07	<b>R</b> Overdue	The plan is currently 95% complete and is expected to be implemented in December 2007.
2. Delivery of milestones and progress against targets monitored on a 6-monthly basis from March 2008	Deb Clarke	31/03/2008	<b>A</b> On Target	
To champion further improvements in performance management across the Council and Partnership				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.05a Co-ordinate agreed programme of service review and improvement work, including Business Process Improvement reviews	Sara Williams	31/03/08	<b>A</b> 40%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Ensure agreement of Continuous Improvement Programme for 2007/08 by June 2007- at least 2 projects to use BPI techniques	Alan Steward	30/06/07	<b>G</b> Completed	
2. Oversee delivery of programme with regular monitoring reports to members and senior managers- March 2008	Alan Steward	31/03/08	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.05c Oversee the implementation of the Council's approach to data quality	Sara Williams	31/03/08	<b>A</b> 90%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Implement corporate Data Quality policy from April 2007	Alan Steward	30/04/07	<b>G</b> Completed	
2. Ensure no performance data reservations as part of annual Performance Indicator audit and reduce number of amendments from 2006/07- March 2008	Alan Steward	31/03/08	<b>A</b> On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.05d Develop and improve the Excelsis system to support consistent and embedded performance management across the Council	Sara Williams	30/09/07	<b>R</b> %	Although delayed, due for completion by end of the year.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Provide support to enable all team plans to be entered on system by June 2007 and regularly monitored by September 2007	Alan Steward	30/09/07	<b>G</b> Completed	
2. Provide partners with web access to Excelsis for LAA monitoring by September 2007	Alan Steward	30/09/07	<b>R</b> Overdue	Delayed due to software provider commitments and issues relating to remote access. Expected to be completed by end November.
3. Implement reporting functionality to support improved monitoring of plans by September 2007	Alan Steward	30/09/07	<b>R</b> Overdue	Software provider will action once web access project completed. UAT scheduled for late November, with go-live in December.
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.05e Support preparation for the CPA Corporate Assessment	Sara Williams	29/02/08	<b>A</b> 40%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Facilitate external challenge of our progress towards excellence by July 2007	Alan Steward	31/07/07	<b>G</b> Completed	
2. Co-ordinate collation of evidence and completion of self-assessment by February 2008	Alan Steward	29/02/08	<b>A</b> On Target	
05.01.07 Improve the quality of the Council's financial management				
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.07a Continue to integrate service and financial planning	Martin Smith	31/03/08	<b>A</b> 33%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Review of Service and Financial Planning to ensure the Local Area Agreement is fully integrated into the financial planning of the Council by July 2007	Alan Finch	31/07/07	<b>R</b> Overdue	Subject to review for 2008/09 due to introduction of Area Based Grant
2. Implement improved processes for appraising bids for expenditure from the Capital Programme by July 2007	Alan Finch	31/07/07	<b>R</b> Overdue	Delayed subject to review of Asset Management
3. Develop the recording of financial information in the Asset Register in response to SORP requirements by March 2008	Alan Finch	31/03/08	<b>A</b> On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.07b Improve reporting of the Council's financial results	Martin Smith	31/03/08	<b>A</b> 60%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop options for integrating the reporting of financial and non-financial performance by September 2007	Alan Finch	30/09/07	<b>G</b> Completed	
2. Improve financial reporting to include regular review of balance sheet items and debt collection by July 2007	Alan Finch	31/07/07	<b>G</b> Completed	
3. Produce draft Statement of Accounts by end of June 2007 with full working papers and without material error by June 2007	Alan Finch	30/06/07	<b>R</b> Overdue	Deadline achieved, but audit revealed material error. Now subject to separate Action Plan
4. Standardise and improve reporting on capital expenditure and financing by July 2007	Alan Finch	31/07/07	<b>G</b> Completed	
5. Implement reporting on the Council's new management structure (Subject to implementation timetable for the structure- March 2008 at the	Alan Finch	31/03/08	<b>A</b> On Target	
6. Make budget reports available to managers in less than 10 days after the end of the financial period by June 2007	Alan Finch	30/06/07	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.07c Improve the knowledge of financial management throughout the organisation	Martin Smith	30/09/07	<b>R</b> 35%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop learning and development programmes for Financial and non- Financial staff by September 2007	Alan Finch	30/09/07	<b>R</b> Overdue	This work was deprioritised pending the appointment of the new Director of Resources, which resulted in a temporarily reduced senior management capacity in finance. The work with now be picked up in the New Year.
2. Further develop the professional training scheme for graduates, and encourage the development of a financial workforce to reflect the community by September 2007	Alan Finch	30/09/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.07d Improve the Council's financial systems and processes	Martin Smith	31/03/08	<b>A</b> 25%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop and begin to implement a programme for the upgrade and replacement of financial systems across the Council by March 2008	Alan Finch	31/03/08	<b>A</b> On Target	
2. Review Financial Regulations and Procedures by March 2008	Alan Finch	31/03/08	<b>A</b> On Target	
3. Produce a report to determine the feasibility of introducing a centralised system of income collection, consider the introduction of combined cash receipting and income management systems and improve customer service, collection rates or deliver other efficiencies by June 2007	Alan Finch	30/06/07	<b>R</b> Overdue	The report was commissioned in April as planned but conflicting work on shared services delayed its completion. It was completed in October and its implementation is being considered.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.07f Continue to improve the Council's treasury management	Martin Smith	30/04/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Review borrowing to identify opportunities for debt restructuring ahead of changes to accounting requirements in 2007 by April 2007	Alan Finch	30/04/07	<b>G</b> Completed	
05.01.08 To ensure value for money in providing services				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.08a Develop information on comparative value for money/ unit costs	Martin Smith	31/03/08	<b>A</b> 65%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Continue to develop the Council's per capita costs index to provide better information on unit costs by March 2008	Alan Finch	31/03/08	<b>G</b> Completed	
2. Develop proposals for the wider reporting of per capita/ unit costs by April 2007	Alan Finch	30/04/07	<b>G</b> Completed	
3. Continue to develop the process for reviewing high per capita/ unit costs by March 2008	Alan Finch	31/03/08	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.08c Embed a culture of value for money in the organisation	Martin Smith	31/12/07	<b>A</b> 20%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Continue to develop the integration of value for money into service planning by December 2007	Alan Finch	31/12/07	<b>A</b> On Target	
2. Institute a learning and development programme for managers by October 2007	Alan Finch	31/10/07	<b>R</b> Overdue	This work was deprioritised pending the appointment of the new Director of Resources, which resulted in a temporarily reduced senior management capacity in finance. The work with now be picked up in the New Year.
3. Embed efficiency targets into managers' Performance Development Reviews by April 2007	Alan Finch	30/04/07	<b>G</b> Completed	
4. Develop a communication plan to systematically and continuously draw the attention of Members, managers and staff to efficiency issues by July 2007	Alan Finch	31/07/07	<b>R</b> Overdue	This work was deprioritised pending the appointment of the new Director of Resources, which resulted in a temporarily reduced senior management capacity in finance. The work with now be picked up in the New Year.

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	
05.01.08d Support service managers to embed value for money and generating efficiencies in their on going planning and service evaluation in Children's Services	Kevan Collins	31/10/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. All services to engage in Efficiency Workshops delivered in partnership with the London Centre of Excellence by end of June 2007	Anthony Walters	30/06/07	<b>G</b> Completed	
2. Provide budget surgeries for service managers where financial monitoring indicates that spend is out of alignment with budget profiling and predications by October 2007	Anthony Walters	31/10/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.08h Complete an efficiency review of the Community Safety service	Sara Williams	31/03/08	<b>A</b> 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Benchmarking of structures, costs and NRF allocations against Inner London boroughs to be complete by June 2007	Andy Bamber	30/06/07	<b>G</b> Completed	
2. Establish unit costings for key deliverables by June 2007	Andy Bamber	30/06/07	<b>G</b> Completed	
3. Complete efficiency review by July 2007	Andy Bamber	31/07/07	<b>G</b> Completed	
4. Implement recommendations from efficiency review by March 2008	Andy Bamber	31/03/08	<b>A</b> On Target	
05.01.09 To enhance the delivery of excellent public services through improved procurement				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09a Deliver cashable efficiency savings of 0.5% by March 2008	Sara Williams	31/03/08	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Maintain a savings register derived solely from Procurement intervention by April 2007	Nick Walker	30/04/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09b Introduce a whole life costing methodology to be utilised when planning projects and assessing tenders	Sara Williams	30/04/07	<b>R</b> 75%	Discussion paper at CPB In April 2007. Principles adopted in evaluations but methodologies to be put in place. Launch expected November 2007.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Launch in April 2007	Nick Walker	30/04/07	<b>R</b> Overdue	Launch expected November 2007.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09c Identification and exploitation of opportunities for joint leverage with other public sector organisations	Sara Williams	30/04/07	<b>R</b> 50%	Discussions taking place with PCT and LCSG, and LCE. Opportunities of a high level identified. This is an ongoing activity and will never be considered completed.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Engaging with London Centre of Excellence and other public sector bodies by April 2007	Nick Walker	30/04/07	<b>G</b> Completed	
2. Develop a joint sourcing approach with Tower Hamlets Primary Care Trust by April 2007	Nick Walker	30/04/07	<b>R</b> Overdue	This also relates to the joint relationships with the Third Sector and SMEs. No joint plan developed yet, target revised to 31 March 2008.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09d Develop and implement contract management methodologies for both corporate and directorate managed contracts	Sara Williams	30/09/07	<b>R</b> 75%	In development. Exor software adopted for performance measurement due to be implemented November 2007.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Develop contract management guidance by September 2007	Nick Walker	30/09/07	<b>R</b> Overdue	Will Complete in November 2007.
2. Contract management training to commence by September 2007	Nick Walker	30/09/07	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09e Ensure that SMEs and the Third Sector are able to compete for Council business and that system changes cater for SME and Third Sector need	Sara Williams	31/03/08	A 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Deliver an awareness and information event for SMEs and Third Sector by May 2007	Nick Walker	31/05/07	G Completed	
2. Monthly review of Procurement Forward Plan on the Intranet	Nick Walker	31/03/08	A On Target	
3. Ensure that proposals for system change consider SME/ Third Sector impact- March 2008	Nick Walker	31/03/08	A On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09f Use spend analysis to more effectively manage Council expenditure through demand management	Sara Williams	31/10/07	A 50%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Bi-annual updates issued May 2007 and October 2007	Nick Walker	31/10/07	A On Target	
2. Produce a list of product/ service priorities and supporting strategies by April 2007	Nick Walker	30/04/07	G Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09g Develop and implement sustainability policy for procurement	Sara Williams	31/12/07	A 90%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Launch sustainable procurement policy by April 2007	Nick Walker	30/04/07	G Completed	
2. Reach Level 1 of the flexible framework from the Simms Report by April 2007	Nick Walker	30/04/07	G Completed	
3. Achieve Level B1 of the Mayors Green Procurement Code by December 2007	Nick Walker	31/12/07	A On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09h Put in place measures to improve local employment opportunity through Procurement	Sara Williams	30/04/07	R 30%	Initiative launched through Comensura & Skillsmatch for agency staff. There are other ongoing initiatives.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Liaise with Skillsmatch and top 100 suppliers by spend- April 2007	Nick Walker	30/04/07	R Overdue	Contacting major suppliers about employment opportunities and apprenticeship schemes.
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09j Gateway Review all procurement in excess of £250k in value	Sara Williams	30/06/07	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Enhance the procurement forward plan data to provide a programme and ensure reviews are captured and undertaken- June 2007	Nick Walker	30/06/07	G Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09k Put in place and report on the London Centre of Excellence procurement performance indicators and engage with benchmarking exercises	Sara Williams	30/04/07	R 30%	LCE performance indicators still being developed. TH part of the LCE team developing new PI's
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Quarterly review of Performance Indicators commencing April 2007	Nick Walker	30/04/07	R Overdue	See above.
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.01.09l Embedding of vendor managed service for agency staff	Sara Williams	31/05/07	G 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Savings realisation and process improvement to deliver £600k in 2007/08 rising to £700k in 2008/09 and £800k in 2009/10- report to Procurement Board May 2007	Nick Walker	31/05/07	G Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.09m Further develop and embed the Children's Services commissioning unit to achieve better value for money and alignment across outsourced delivery	Kevan Collins	31/08/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Comprehensive web-based toolkit developed for commissioners and service managers by July 2007	Natalie Parish	31/07/07	<b>G</b> Completed	
2. Full commissioning team in place by August 2007	Natalie Parish	31/08/07	<b>G</b> Completed	
05.01.10 To improve the quality of the Council's risk management				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.10d Develop compliance checklist	Sara Williams	30/09/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Third tier managers to be trained in the use of checklists- 30th September 2007	Minesh Jani	30/09/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.10e Undertaking Directorate level review of compliance	Sara Williams	31/08/07	<b>R</b> 65%	Compliance review were not completed during the summer vacation due to holidays. To date, Resources and Chief Exec compliance reviews have been completed and the other directorates have been contacted to progress this It is expected to be completed by November 2007.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Review to completed in all directorates by August 2007	Minesh Jani	31/08/07	<b>R</b> Overdue	See above.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.10h Implement recommendations of the Audit Commission review of Risk Management	Sara Williams	30/09/07	<b>G</b> 100%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. All recommendations implemented in line with action plan by 30th September 2007	Minesh Jani	30/09/07	<b>G</b> Completed	
05.01.11 To improve levels of attendance and health and well-being of employees				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.11b Deliver high quality Occupational Health services to support managers to increase levels of attendance at work and reduce levels of sickness absence.	Martin Smith	31/05/07	<b>R</b> 60%	OH lead times for appointments and services in general have improved. Whilst the required actions have been implemented, a comprehensive OH Service review has been completed that identifies further service delivery improvements, hence the 60% completion rate.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Report to CMT and Corporate Human Resources Group on performance indicators on referrals, medical clearance, etc- May 2007	Deb Clarke	31/05/07	<b>R</b> Overdue	Limited report on volume of activity. More comprehensive reports are required in order to deliver statistical reporting and this requires development of IT systems. Recommendations have been given in the OH review report and currently awaiting agreement. This item to go back to CMT.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.11c Identify system requirements that support delivery of Occupational Health service and measures performance against Occupational Health standards	Martin Smith	31/05/07	<b>R</b> 50%	System requirements identified. Currently awaiting system development (as per OH Review Report). Again, this item will go back to CMT for input.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Revised School Occupational Health Contracts from May 2007- new OPAS system upgrade in 2007	Deb Clarke	31/05/07	<b>R</b> Overdue	School SLA's completed and operational from 1st October 2007. OPAS system upgrades - awaiting outcome from the OH Review Report.

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.11d Produce and deliver health promotions for 2007 which seek to improve the health and wellbeing of our staff	Martin Smith	30/04/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Programme to be published through Pulling Together and Managers' Briefing in April 2007	Deb Clarke	30/04/07	<b>G</b> Completed	
05.01.12 To enhance workforce and HR capacity				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.12a Use workforce planning to identify priority areas for LBTH to implement initiatives to 'grow its own' workforce of the future	Martin Smith	30/09/07	<b>R</b> 50%	Workforce development strategy now out for consultation. Will be completed by Dec 07.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Analysis of profile of current workforce such as key occupations and skills, and prepare for gaps and create flexibility in workforce in line with organisational change- September 2007	Deb Clarke	30/09/07	<b>R</b> Overdue	Questionnaire on current qualifications to be sent to all staff by Dec 07
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.12b Develop and update a children's workforce plan for LBTH	Martin Smith	30/04/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Conclude consultation with partners and develop new children's workforce strategy- recommendations to Corporate Equalities Steering Group and CMT April 2007	Deb Clarke	30/04/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.12c Develop joint working with Primary Care Trust and identify other possible joint initiatives with partner organisations to build capacity of human resources services	Martin Smith	30/09/07	<b>R</b> 50%	A number of joint initiatives are underway.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Joint working in HR with Primary Care Trust underway by April 2007, and explore local third and public sector organisations in LBTH that could work in partnerships to deliver HR solutions by September 2007	Deb Clarke	30/09/07	<b>R</b> Overdue	Action plans in place with National Minimum Data. Common core training to be provided through Tower Hamlets college linked to identified competency and performance identified through Children's Workforce Group and also linked to "Children's leaders and managers behaviours". A number of other initiatives for joint working have also been identified and identification of best practice commenced.
05.01.13 To support the delivery of excellent public services through the appropriate use of technology				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.13c Work with strategic partners on initiatives to empower the community and bridge the digital divide	Sara Williams	31/03/08	<b>A</b> 10%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. ICT capital programme bid for 2008/09 onwards agreed by the ICT Strategy Board by October 2007 and included within the overall corporate Capital Programme by January 2008	Jim Roberts	31/01/08	<b>A</b> On Target	
2. Ensure Building Schools for the Future (BSF) business case reflects residents' ICT aspirations, and meet all key milestones in line with BSF programme	Jim Roberts	31/03/08	<b>A</b> On Target	
3. Network strategy for the community developed by September 2007- strategy to include plans for Idea Stores, CCTV and support for SMEs	Jim Roberts	30/09/07	<b>R</b> Overdue	Links with overall Council network strategy which has been delayed due to restructuring in ICT. Revised date of Jun 08
4. Business case to be agreed by December 2007	Jim Roberts	31/12/07	<b>R</b>	Dependent on the above. Revised date of Sep 08.

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.13d Complete new ICT Working Environment in support of the Council's Accommodation and Flexible Working Strategies	Sara Williams	30/06/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Remaining 1500 users to be migrated over by June 2007	Jim Roberts	30/06/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.13e Ensure that ICT services are managed according to industry best practice by seeking accreditation to the appropriate international standards	Sara Williams	30/06/08	<b>A</b> 20%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Compliance Audit undertaken by December 2007	Jim Roberts	31/12/07	<b>A</b> On Target	
2. Accreditation to ISO 20000 standard achieved by May 2008	Jim Roberts	31/05/07	<b>R</b> Overdue	Due to the restructuring in ICT and changes to priorities, this has a revised deadline of 31st Dec 2008.
3. Accreditation to ISO 27001 standard achieved by June 2008	Jim Roberts	30/06/08	<b>A</b> On Target	
05.01.14 To develop internal communications that are targeted and purposeful				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.14b Review Pulling Together, to reduce costs and encourage greater interactivity with readers	Sara Williams	30/04/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Review by April 2007, on-line options to link with intranet EASY project	Charles Skinner	30/04/07	<b>G</b> Completed	
05.01.15 To ensure the efficient and effective use of Council accommodation resources				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.15a Continue the implementation of the Council's agreed Office Accommodation strategy	Sara Williams	31/12/07	<b>A</b> 90%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Delivery of the Corporate Accommodation Programme by July 2007- to generate estimated savings of £50,000 on energy efficiency	Claire Symonds	31/07/07	<b>G</b> Completed	
2. Facilities Management new organisational arrangements fully operational from December 2007	Claire Symonds	31/12/07	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.15b Improve energy use in Council office buildings	Sara Williams	31/07/07	<b>R</b> 50%	Discussions with landlord continuing on initiatives. Baseline work continuing.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Programme of no and low-cost measures identified and implemented by 31 July 2007	Claire Symonds	31/07/07	<b>R</b> Overdue	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.15c Ensure the Council's commitment and compliance with the Disabilities Discrimination Act (DDA) is reviewed and an action plan developed to respond to any requirements	Sara Williams	31/10/07	<b>A</b> 90%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Specialist contractor to complete survey of buildings against DDA criteria by June 2007	Claire Symonds	30/06/07	<b>G</b> Completed	
2. Programme of works developed and implemented by October 2007	Claire Symonds	31/10/07	<b>R</b> Overdue	Work programme has been developed and capital bid submitted for funding of works.



Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

05.01.16 To improve the use of the Council's property portfolio				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.16a Continue the implementation of the Council's agreed Office Accommodation Strategy to utilise current facilities and generate planned efficiency savings	Emma Peters	31/12/07	<b>A</b> 90%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Optimum medium-term Corporate Property Portfolio Requirement finalised by June 2007	Ian Brown	30/06/07	<b>G</b> Completed	
2. Phase II actions identified and implemented by August 2007	Ian Brown	31/08/07	<b>G</b> Completed	
3. First tranche of disposals programme completed by December 2007	Ian Brown	31/12/07	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.16c Develop the utilisation of the Community Buildings Portfolio	Emma Peters	30/09/07	<b>R</b> 10%	Information to inform the utilisation of Community assets is currently being collected. Bids to support the Quirk Review agenda are being prepared for submission.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Establish usage, requirements and identify redundant buildings with potential for disposal by July 2007	Ian Brown	31/07/07	<b>R</b> Overdue	Information to inform the utilisation of Community assets is currently being collected. Bids to support the Quirk Review agenda are being prepared for submission.
2. Bring forward refreshed policy by September 2007	Ian Brown	30/09/07	<b>R</b> Overdue	It is projected that a refreshed policy can be made available in April 08.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.16d Develop the IT enabled Corporate Asset Management Plan database	Emma Peters	30/09/07	<b>R</b> 0%	Project management of the IT enabled Corporate Asset Management Plan database commenced in Sept 07 and will continue to implementation in March 08.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. System selection confirmed May 2007	Dave Clark	31/05/07	<b>R</b> Overdue	
2. Database preparation completed by August 2007	Dave Clark	31/08/07	<b>R</b> Overdue	
3. System operational from September 2007	Dave Clark	30/09/07	<b>R</b> Overdue	
05.01.17 To increase the capacity of the Third Sector to participate in the planning and delivery of excellent public services				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.17b Monitor the methodology to measure the impact of Third Sector work on the outcomes for service users	Sara Williams	31/12/07	<b>A</b> 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Impact assessments developed by May 2007 and pilots agreed June 2007	Michael Keating	30/06/07	<b>R</b> Overdue	This action has been included in the Third Sector Strategy Action Plan for 2007/08 but not yet delivered. It has now been incorporated into the Level 5 Borough project that will consider the broader implications of the Equalities Impact Assessment process and how we can redefine it.
2. Review with recommendations for action by December 2007	Michael Keating	31/12/07	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.17c Develop Third Sector commissioning capacity within the Council	Emma Peters	29/02/08	<b>A</b> 25%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Proposals training and development programme by April 2007	Dave Clark	30/04/07	<b>G</b> Completed	
2. Recommendations for work with partners agreed July 2007	Dave Clark	31/07/07	<b>G</b> Completed	
3. Review of outcomes undertaken February 2008	Dave Clark	29/02/08	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.17d Implement a refreshed strategic framework for the funding relationship by: - Improved co-ordination of mainstream grants round;- Introduction of commissioning approach to allocation of Third Sector advice funding;- Embedded understanding across Council,	Emma Peters	31/03/08	A 25%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. New funding priorities agreed July 2007	Dave Clark	31/07/07	G Completed	
2. Grants recommendations agreed and implemented December 2007	Dave Clark	31/12/07	A On Target	
3. Agreement of priority needs and services by September 2007	Dave Clark	30/09/07	G Completed	
4. Implementation plan in place March 2008	Dave Clark	31/03/08	A On Target	
5. Review by Third Sector Steering Group shows widespread ownership and understanding by March 2008	Dave Clark	31/03/08	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.17f Draft a Compact for Park Friends' and similar environmental groups	Alex Cosgrave	31/10/07	A 65%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Officer group to finalise draft text by May 2007	Paul Martindill	31/05/07	G Completed	
2. Consultation with Park Friends' and similar groups June/ July 2007	Paul Martindill	31/07/07	G Completed	
3. Publicity programme and sign-up of groups by October 2007	Paul Martindill	31/10/07	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.01.17g Develop a Joint Programme of environmental projects and capacity building with Muslim Women's groups (Subject to outcome of 2006/07 LAA faith group initiative and 2007/08 funding)	Alex Cosgrave	31/03/08	A 70%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Engagement plan agreed by April 2007	Robin Beattie	30/04/07	G Completed	
2. Agenda agreed by May 2007	Robin Beattie	31/05/07	G Completed	
3. Development programme finalised by June 2007, with implementation by July 2007	Robin Beattie	31/07/07	G Completed	
4. Undertake a review of the programme from March 2008	Robin Beattie	31/03/08	A On Target	
05.02.01 To improve the co-ordination and responsiveness of services to better reflect local people's needs				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.01a Further develop the Partnership's approach to localisation, in the light of the Local Government White Paper and Bill	Lainya Offside-Keivani	31/07/07	R 60%	Approach is being agreed in line with the development of the Community Plan for 2020. The approach will be in place by March 2008.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Approach agreed by Cabinet by July 2007	Shazia Hussain	31/07/07	R Overdue	
05.02.02 To provide and co-ordinate the use of reliable information, research and analysis across the Council and the Partnership to inform effective decision making and evaluation				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.02a Further develop THIS Borough functionality and reporting	Sara Williams	31/03/08	A 60%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Develop greater ability of Area and Quick profiles and promote their availability by April 2007	Alan Steward	30/04/07	G Completed	
2. Increase number of registered users to 1500 by March 2008	Alan Steward	31/03/08	A On Target	
3. Evaluate use and user feedback and develop Forward Plan by July 2007	Alan Steward	31/07/07	R Overdue	Forward plan to Project Steering group in November 2007.
4. Develop sustainability strategy for post March 2008 by January 2008	Alan Steward	31/01/08	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.02b Develop systems for more targeted information on performance and perceptions (communities and localities) and reporting to local people	Sara Williams	31/07/07	<b>R</b> 50%	Updated performance reporting to residents will be agreed at CMT/Cabinet in February 2008.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Plans for public reporting to be developed as part of current review of User Voice, Choice and Co-Production (milestones to be developed once Improvement Plan finalised- July 2007)	Alan Steward	31/07/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.02c Improve understanding of demographic trends and the nature of our local population and their implications for service development and delivery	Sara Williams	31/03/08	<b>A</b> 30%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Work with Core Data team to ensure standard Council wide address database used across Council by March 2008	Alan Steward	31/03/08	<b>A</b> On Target	
2. Review and disseminate Partnership work on new communities by June 2007	Alan Steward	30/06/07	<b>G</b> Completed	
3. Undertake additional research as identified by December 2007	Alan Steward	31/12/07	<b>A</b> On Target	
05.02.03 To support effective Member contribution				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.03a Develop new approach to role of ward councillors in view of Local Government White Paper and best practice	Sara Williams	30/11/07	<b>A</b> 66%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Government Commission on role of local councillors launched February 2007	John Williams	28/02/07	<b>G</b> Completed	
2. Respond to consultation- spring 2007	John Williams	31/05/07	<b>G</b> Completed	
3. Report- November 2007	John Williams	30/11/07	<b>A</b> On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.03b To establish and ensure achievement of Service Standards for dealing with Members' enquiries	Sara Williams	31/07/07	<b>A</b> 40%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Members' Enquiries Process Improvement Project: Project Initiation Document (PID) and baseline data agreed March 2007	John Williams	31/03/07	<b>G</b> Completed	
2. Launch guidance and Members' Hotline- April 2007	John Williams	30/04/07	<b>R</b> Overdue	Ongoing. Hotline to start Pilot in November 2007
3. Introduce standard process- April 2007	John Williams	30/04/07	<b>R</b> Overdue	Ongoing. Draft under consultation
4. Launch cross-departmental Member's Enquiry Quality Forum- April 2007	John Williams	30/04/07	<b>G</b> Completed	
5. Improvements to Siebel system- July 2007	John Williams	31/07/07	<b>R</b> Overdue	Ongoing. Release for Phase 1 expected 5th November. Phase 2 expected 14th January 2008.
05.02.06 To improve access to services				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06a Develop a Corporate Customer Access Strategy, based on user choice customer preferences and demands	Sara Williams	30/06/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Strategy and action plan agreed by June 2007	Claire Symonds	30/06/07	<b>G</b> Completed	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06c Establish targets and measures to encourage greater take-up of e-enabled channels of service delivery	Sara Williams	31/07/07	<b>R</b> 50%	Dependant on EASy Project and relaunch of web site which has been delayed to spring 2008 due to technical issues.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Target and robust measurement mechanisms in place by July 2007	Claire Symonds	31/07/07	<b>R</b> Overdue	
2. Take-up action plan implemented by July 2007	Claire Symonds	31/07/07	<b>R</b> Overdue	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06d Develop and implement a strategic approach to the handling of face to face contact across the Authority	Sara Williams	31/07/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Strategy and action plan agreed by July 2007	Claire Symonds	31/07/07	<b>G</b> Completed	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06e Continue to develop the Council's website and intranet to develop their use as prime access channels for both internal and external customers	Sara Williams	31/12/07	<b>A</b> 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Implementation of Content Management System by April 2007	Claire Symonds	30/04/07	<b>G</b> Completed	
2. Intranet to be re-launched by April 2007	Claire Symonds	30/04/07	<b>G</b> Completed	
3. Web Strategy implemented by July 2007	Claire Symonds	31/07/07	<b>G</b> Completed	
4. Internet enhancements implemented by December 2007	Claire Symonds	31/12/07	<b>A</b> On Target	
5. Short Message Service (SMS) capability implemented by September 2007	Claire Symonds	30/09/07	<b>R</b> Overdue	Initial discussions held with Global Crossing/Siemens around integrating with telephony systems; service providers being sourced.
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06f Continue to develop the call centre approach to maximise benefit from investment in Customer Relationship Management (CRM) technology	Sara Williams	31/03/08	<b>A</b> 75%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Further suitable services for integration into the call centre approach to be identified by July 2007 with implementation by March 2008	Claire Symonds	31/03/08	<b>A</b> On Target	
2. Target and robust measurement methods for first time resolution of service contacts in place by July 2007	Claire Symonds	31/07/07	<b>R</b> Overdue	By end December 2007 following implementation of automated customer satisfaction survey system. All contact centre targets currently being reviewed through PRG
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.02.06g Establish targets and monitoring/measuring methodologies for customer satisfaction with service contacts	Sara Williams	31/07/07	<b>R</b> 80%	Automated customer satisfaction survey system in place November 2007
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Target and robust measurement methods in place by July 2007	Claire Symonds	31/07/07	<b>R</b> Overdue	
2. Call quality monitoring strategy and improvement plan in place by July 2007	Claire Symonds	31/07/07	<b>G</b> Completed	
05.03.01 To promote and support community cohesion across all communities				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.03.01a Extend the role of the Bridging Communities project	Sara Williams	30/06/07	<b>R</b> 75%	Project outcomes have been used within a range of other pieces of work. Action Plan is currently being developed alongside consideration of the report from the Commission on Integration and Cohesion and the government's response to it.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Report on pilot project with action plan developed by June 2007	Michael Keating	30/06/07	<b>R</b> Overdue	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.03.01b Implement agreed approach to more systematic tension monitoring	Sara Williams	30/09/07	<b>G</b> 100%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Monthly 'Gold Group' meetings in place with review of effectiveness- September 2007	Michael Keating	30/09/07	<b>G</b> Completed	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.03.01d Commission further research to understand extent of demand for support for English language learning	Sara Williams	30/09/07	<b>R</b> 0%	This work has been delayed due to a range of other developments including research on the nature of new communities locally, the report from the Commission on Integration and Cohesion and the government's response to it as well as the refresh of the Community Plan. Within the Overview and Scrutiny work programme the Scrutiny Lead for Excellent Public Services will be undertaking a piece of work possibility with a neighbouring borough to explore provision of English language learning. No new target date has therefore yet been set although this will remain a key issue within the broad community cohesion agenda.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Brief agreed by end of April 2007	Michael Keating	30/04/07	<b>R</b> Overdue	
2. Commissioned by June 2007	Michael Keating	30/06/07	<b>R</b> Overdue	
3. Report by September 2007	Michael Keating	30/09/07	<b>R</b> Overdue	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.03.01f Continue to strengthen partnerships between children and young people and faith institutions, developing children and young people's involvement in the Interfaith Forum by March 2008	Kevan Collins	31/03/08	<b>A</b> 60%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Inter-faith projects evaluation reports completed July 2007	Anthony Walters	31/07/07	<b>G</b> Completed	
2. 100% of schools implement disability and gender equality schemes March 2008	Anthony Walters	31/03/08	<b>A</b> On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.03.01h Continue to combat racism and all forms of discriminatory behaviour by continuing the roll out of all diversity awareness training and reporting of racist incidents and other hate crimes by March 2008	Kevan Collins	31/03/08	<b>A</b> 55%	
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Revise and distribute guidelines on dealing with racist incidents to include all forms of discriminatory incidents to ensure consistency across Children's Services by October 2007	Anthony Walters	31/10/07	<b>A</b> On Target	
2. Devise new training workshops for schools by September 2007	Anthony Walters	30/09/07	<b>G</b> Completed	
3. Run 10 workshops by March 2008	Anthony Walters	31/03/08	<b>A</b> On Target	
<b>Action Required</b>	<b>Lead officer</b>	<b>Deadline</b>	<b>Mid Year Status</b>	<b>Mid Year Comments</b>
05.03.01j Disability and gender equality schemes in place	Kevan Collins	30/04/08	<b>A</b> 50%	Re-structuring of teams has led to different lead officer responsibilities for this activity. To be re framed to monitor & review the Children's Services contribution to the Council's equality schemes in relation to race, disability, gender, ensuring that teams incorporate targets into their team plan.
<b>Progress Milestone</b>	<b>Lead Officer</b>	<b>Deadline</b>	<b>Key Activity Status</b>	<b>Comments</b>
1. Commence reviews of existing equalities schemes, monitor information to identify actions and inform work around disability and gender for young people from April 2007	Anthony Walters	30/04/07	<b>G</b> Completed	
2. Set specific targets for teams to ensure that young females and young people with a disability receive an enhanced level of service from April 2008 across Children's Services	Anthony Walters	30/04/08	<b>A</b> On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

05.03.03 To ensure a strategic approach across services to consultation with the public				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.03.03a Revise the partnership consultation framework in light of the User Voice, Choice and Co-Production review	Lainya Offside-Keivani	31/10/07	A 90%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Revised framework by July 2007	Susan Ritchie	31/07/07	R Overdue	The framework is being revised and should be launched and implemented, in line with the relaunch of the intranet, in the new year. Dates are in the process of being revised, but it is expected to be completed in the new year.
2. Roll out through workshops and outreach sessions with service providers by Autumn 2007	Susan Ritchie	31/10/07	A On Target	
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.03.03b Build on good practice to maximise the impact of consultation and involvement exercises	Lainya Offside-Keivani	30/04/08	A %	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Number of joint consultation events increased by April 2008	Susan Ritchie	30/04/08	A On Target	
2. Training opportunities extended to all partners by September 2007	Susan Ritchie	30/09/07	On Target	Due to long-term illness there is no monitoring available for this milestone.
3. Report on proportion of consultation exercises completing the cycle of consultation by April 2008	Susan Ritchie	30/04/08	A On Target	
05.04.01 To ensure that the Council operates to the highest standards of equalities practice				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.04.01b Refresh the Equality Action Plan with specific links to Equality Schemes (Gender, Race and Disability) and age, faith, and sexuality regulations and guidelines	Sara Williams	31/10/07	A 50%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Equality Action Plan published June 2007	Michael Keating	30/06/07	R Overdue	The Action Plan was delayed to incorporate the requirements of the revised Equality Standard for Local Government as well as the Disability and Gender Equality Duties which came into force during 2006/07. Cabinet agreed the Diversity and Equality Action Plan in September 2007.
2. 6 monthly monitoring in October 2007 confirms targets are on track	Michael Keating	31/10/07	A On Target	
05.04.02 To support the Tower Hamlets Partnership in ensuring that it engages effectively with all communities in the borough				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.04.02a Work with Third Sector partners to implement Stronger Communities strand of Local Area Agreement	Lainya Offside-Keivani	31/03/08	A 60%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Delivery Plans agreed with Third Sector partners and approved by EPS March 2007	Lainya Offside-Keivani	31/03/07	G Completed	
2. Quarterly monitoring reports against milestones and targets to EPS	Lainya Offside-Keivani	31/03/08	A On Target	
3. Quarterly monitoring reports show increased participation from targeted communities	Lainya Offside-Keivani	31/03/08	A On Target	
05.04.03 To improve the extent to which the workforce reflects the community				
Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.04.03c Introduce new Aspiring Leader Programme for targeted staff in middle-grade posts (especially BME and disabled staff), to develop leadership skills through an accredited management development programme, secondments, placements and project work	Martin Smith	31/12/07	A 75%	
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. First programme starts early 2007 with progress supported by mentors and coaches from outside individual work areas	Deb Clarke	30/04/07	R Overdue	Currently identifying and training Coaches (Coaches to receive ILM accreditation)
2. Progress reported to CMT December 2007	Deb Clarke	31/12/07	A On Target	

Red **R**  
 Amber **A**  
 Green **G**

### Excellent Public Services

Action Required	Lead officer	Deadline	Mid Year Status	Mid Year Comments
05.04.03g Develop and implement a package of initiatives targeting under-represented groups in the school workforce	Kevan Collins	30/09/07	<b>R</b> 50%	We have set a target of a 1% increase year on year for recruiting BME teachers. We are undertaking a Training Needs Analysis across Children's Services. We are also employing a Workforce Development Officer to take on part of that work to build a better picture across the service. A range of routes in to teaching have been publicised and currently there are 3 people of Somali heritage who are benefiting from this.
Progress Milestone	Lead Officer	Deadline	Key Activity Status	Comments
1. Package of incentives publicised (July 2007) and taken up by 5 Somali young people wishing to train as teachers by September 2007	Anthony Walters	30/09/07	<b>G</b> Completed	