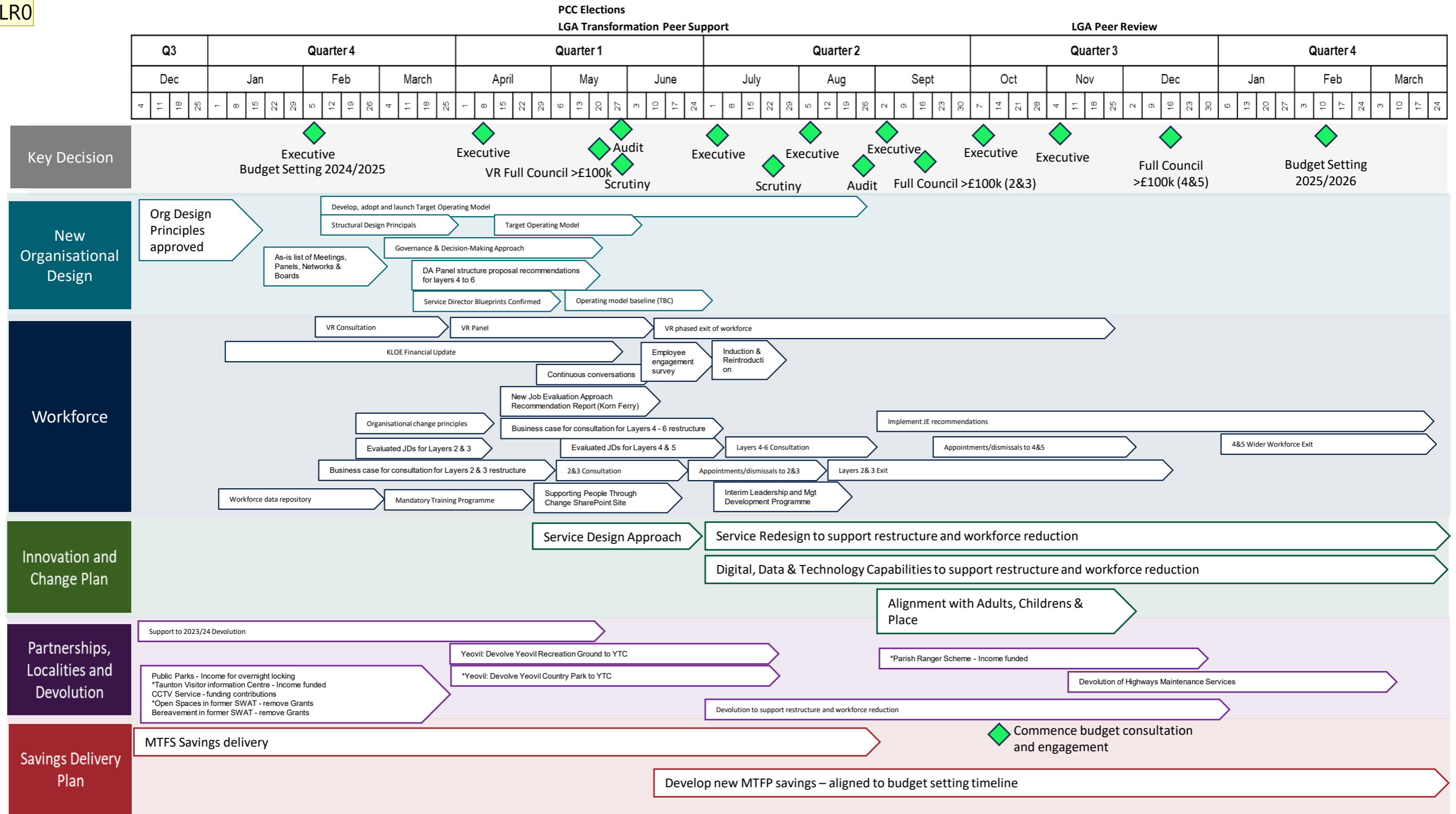



Appendix B – Programme Update

High-level activity timeline – April 2024 – March 2025

LRO




Improvement & Transformation High Level Product Timeline




May

- (Layers 2&3) - Role profiles and JE for new roles written and finalised
- (Layers 2&3) - Final Costings for 2&3 following JE being undertaken
- (Layers 2&3) Final Consultation Business case & EIA completed (Layers 2&3) Consultation feedback process ready to go live
- New SharePoint site to support restructures ready to go live
- Supporting People Through Change Update to Informal Executive
- Design Authority Sign Off proposed structure
- Blueprints Closed
- Full Council - decision on VRs over £100k
- Publication of June Executive Report
- Scrutiny – progress update
- Audit Committee – Programme Risks




June

- Highlight to Executive the content of July Executive report
- All Member Briefing (following June Executive)
- Workforce Key Lines of Enquiry Savings Tracker Live
- Report presented to Executive - (Update includes Voluntary Redundancy, supporting people through change, programme plan detailing key milestones)
- Commence detailed planning for Innovation and Change Programme (layers 2&3) - Conclusion of formal consultation (45 days)
- Scrutiny – progress update



July

- Executive Meeting – progress update; productivity plan
- Review report / preparation Informal Executive
- (Layer 4&5) - Whole council Consultation Business Case completed
- (layers 2&3) - Start of formal consultation (45 days)
- (Layer 2&3) - Shortlisting EOIs
- Executive updated on contents of Executive report August
- 2 day Peer Support Deep Dive - Providing support, advice and constructive feedback on the Council's approach (potential date)
- Submission of the DLUHC Productivity Plan
- Publication of August Executive Report
- Scrutiny – progress update

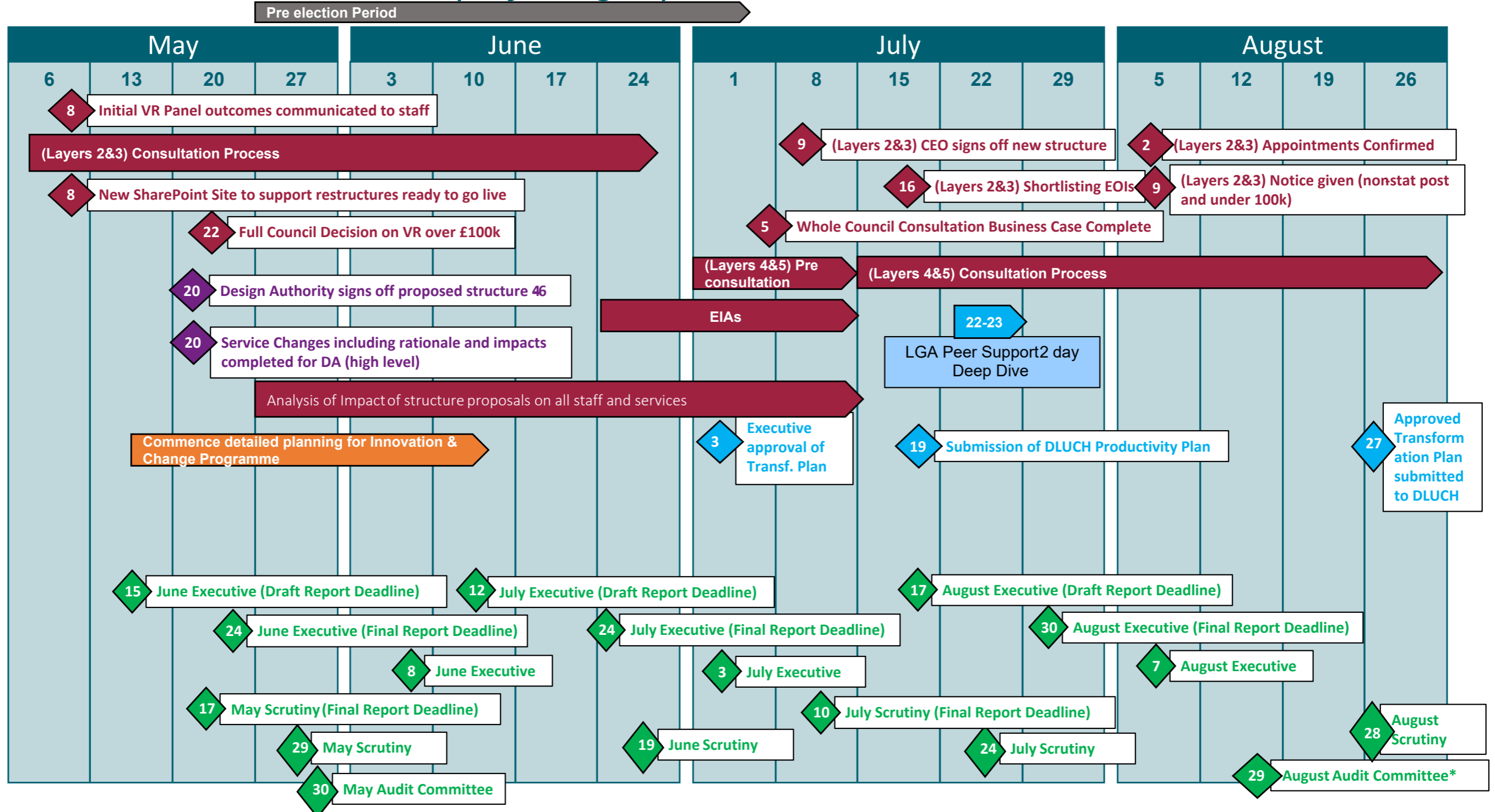


August

- (Layer 2&3) - Appointments confirmed
- Executive Meeting - ITP Update; DLUHC Transformation Plan (Capitalisation)
- (Layer 2&3) - Notice given (non-stat post and under 100k)
- (Layers 4&5) - conclusion of formal consultation (45 days)
- Approved Transformation Plan submitted to DLUHC
- Publication of September Executive Report
- Scrutiny – progress update
- Audit Committee – Programme Risks

Milestone timeline – May to August

Overview – Milestone Timeline (May - August)



Key Meetings and Decisions – Forward Plan: [Link to Excel Forward Plan](#)

Date	Meeting	Focus / Decisions Sought
29 th May	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
30 th May	Audit Committee	Review of Programme risks
5 th June	Executive	Progress update on Improvement & Transformation Programme, update to include: <ul style="list-style-type: none"> • Voluntary Redundancy • Supporting people through change • Programme plan detailing key milestones
19 th June	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
3 rd July	Executive	Progress update on Improvement & Transformation Programme, update to include <ul style="list-style-type: none"> • Productivity Plan update
24 th July	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
7 th August	Executive	Progress update on Improvement & Transformation Programme, update to include <ul style="list-style-type: none"> • Structure consultation details • DLUHC Transformation Plan
28 th August	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
29 th August	Audit Committee	Review of Programme risks
4 th September	Executive	Progress update on Improvement & Transformation Programme
25 th September	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
26 th September	Full Council	Sign off on dismissals & appointments (Layers 2 & 3)

Key Meetings and Decisions – Forward Plan: [Link to Excel Forward Plan](#)

Date	Meeting	Focus / Decisions Sought
2 nd October	Executive	Progress update on Improvement & Transformation Programme, update to include <ul style="list-style-type: none"> • Service Change Plans – Executive approvals associated with Service Redesign, Service Standard Reduction, Service Closure
24 th October	Audit Committee	Review of Programme risks
30 th October	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
6 th November	Executive	Progress update on Improvement & Transformation Programme
27 th November	Scrutiny (Corporate & Resources)	Progress update on Improvement & Transformation Programme
4 th December	Executive	Progress update on Improvement & Transformation Programme
18 th December	Full Council	Sign off on dismissals & appointments (Layers 4 & 5)