

REPORT TO COUNCIL

REPORT OF: Leader of the Council and Chief Executive (Joint)

REPORT NO. CEX280

DATE: 24th FEBRUARY 2005

| | |
|---|-------------------------------|
| TITLE: | CHANGE MANAGEMENT ACTION PLAN |
| FORWARD PLAN ITEM: | NO |
| DATE WHEN FIRST APPEARED IN FORWARD PLAN: | N/A |
| KEY DECISION OR POLICY FRAMEWORK PROPOSAL: | PFP |

| | |
|--|---|
| COUNCIL AIMS/PORTFOLIO HOLDER NAME AND DESIGNATION: | ALL |
| CORPORATE PRIORITY: | ALL |
| CRIME AND DISORDER IMPLICATIONS: | |
| FREEDOM OF INFORMATION ACT IMPLICATIONS: | NONE |
| BACKGROUND PAPERS: | Report CEX223 to Council 15 th January 2004 Report CEX249 to Council 2 nd September 2004 |

1. PURPOSE OF REPORT AND SUMMARY

This report is to update members on the Council's Change Management Action Plan for the current year and request approval of the latest plan for 2005/06.

2. DETAILS OF REPORT

Since the Comprehensive Performance Assessment (CPA) carried out in 2003 the Council has used a Change Management Action Plan (CMAP) to provide the corporate focus on the strategic tasks required as we have moved through our own period of change, and forward in line with the requirements of Central Government policy. The CMAP is also used as an on-going management and monitoring tool as it is regularly reviewed by Corporate Management Team and Cabinet, and overviewed by the independent Change Management Action Plan Monitoring Group.

a) CMAP 2004/05

Council agreed the current plan in September 2004 which is attached as Appendix A. It contained some 24 high level requirements ranging from Completing the Prioritisation process, setting Corporate Service Standards, approving a Risk Management strategy to implementing Job Evaluation, identifying an E-Government Implementation Plan, improving the focus of the Community Strategy and Senior Manager & Member Development.

Of those areas, which were scheduled for completion in 2004/05, all but two have been actioned. Work around the Community Plan and on Procurement has been carried over into the proposed plan for 2005/06.

b) CMAP 2005/06

Attached at Appendix B is the latest version of the Plan. It includes those items previously identified as requiring greater than one year to complete, e.g. Delivering the Council's Access and Modernisation agenda, attaining Level 2 of the Diversity and Equalities standard and Stock Option Appraisal. It also identifies new areas such as Promoting the Corporate Vision and Achieving savings in the non-priority areas.

Whilst this is the first version of the CMAP for 2005/06 as you would expect with any action plan it will be necessary to revisit it from time to time to ensure any new strategic tasks agreed by Council are added.

3. RECOMMENDATION

Council are requested to approve the latest version of the Change Management Action Plan as summarised in Appendix B.

Linda Neal
Leader of the Council

Duncan Kerr
Chief Executive