

Jul-23										Change Control
To be completed by action owner										
Change Number	Theme	Action reference	Action Title	Owner	Date Raised	Type of Change	If date change is required		Change/ Impact of change (incl. any dependencies)/ Reason for change	
							Change date from	Change date to		
290	Organisational Culture	OC.H1.0	Assurance Activity to ensure effective contribution of Scrutiny and Audit is sustained	Director-Law & Governance	14/06/2023	Closure of Main Action	n/a	n/a	Surveys of Officers and Members attending Scrutiny and Audit ended April 2023 and findings shared with IPRM and Chairs. Next steps are for feedback to be sought from New Members on their experiences of Committee Meetings to ensure that they are receiving the required support to participate fully in these meetings. Autumn engagement around Member-Officer Relationship will be a route for continuous improvement and learning.	
291	Strategic Decision	SD.A6.4	Procurement of stock condition surveys	Director-Housing	26/07/2023	Change to delivery timescales (actions and milestones)	Jun-23	Sep-23	Contract award has been signed off and contractor will start surveying properties from 1st September 2023	
292	Procurement & Commercial	PC.A1.5	Assurance Action- The large contracts in BE for waste/street cleansing, and both leisure providers will be added to the Intend contract management module.	Director-Borough Economy	14/06/2023	Change to action description	n/a	n/a	Change from an assurance action to an action be monitored with RAG rating	
293	Procurement & Commercial	PC.F1.3	Implementation of Phase 2 Tech Forge: Configuration and organisation of data Implementation of supplementary modules.	Director-Regeneration & Growth	14/06/2023	Change to delivery timescales (actions and milestones)	Aug-23	Sep-23	change to September 23 for completion date-incorrect date of August imputed previously	
294	Partnership & Relationships	PR.A1.8	KPI's (along with accompanying tolerances) implemented in Q2	Director-Children & Education	14/06/2023	Change to delivery timescales (actions and milestones)	Oct-23	Dec-23	Change to date to allow time for Q2 to be taken to cabinet	
295	Organisational Culture	OC.C4.1	Identify mechanisms for ongoing insight and assurance around the Officer and Member Relationship	Director-Law & Governance	23/06/2023	Change to delivery timescales (actions and milestones)	May-23	Dec-23	Following discussions with ARAC and BCMB around the Officer-Member survey conducted in April, there is appetite from Members to provide input around the Member-Officer Relationship. Reflecting on their feedback on the Spring survey, emerging thinking is for a sample of Members and Officers to be invited to semi-structured interviews. The data would feed into LGA sessions planned for Autumn alongside regular insight. Date change will be required to reflect that mechanism for Autumn will be agreed by August.	
296	Procurement & Commercial	PC.B3.3	Commence Procurement	Director-Children & Education	23/06/2023	Change to delivery timescales (actions and milestones)	Jun-23		Procurement not started yet- new date to be added.	

297	Organisational Culture	OC.A2.1	Workforce Strategy	Chief executive	22/07/2023	Change to delivery timescales (actions and milestones)	Jul-23	Sep-23	Approval moved to September to enable reference to Transformation Strategy - aligned narrative
298	Strategic Decision	SD.A1.2b	Assurance Action- Pipeline projects updated to IPRM on a 6-monthly basis	Director-Regeneration & Growth	22/07/2023	Closure of Assurance Action	n/a	n/a	Reported twice to IPRM and continues to be taken to Cabinet on a 6 monthly basis
299	Corporate Oversight	CO.B1.7	New action to be added: Conduct Employee Engagement Survey for 2023 and consider actions required in response to the findings	Chief executive	26/07/23	Add - New Sub Actions	n/a	n/a	new action to be added
300	Strategic Decision	SD.A5.4	Recruit Commercial Project Officer	Director-Finance	22/07/2023	Change to delivery timescales (actions and milestones)	Jun-23	Sep-23	Recruitment unsuccessful - considering other options.
301	Strategic Decision	SD.B1.14	Equality, Diversity and Inclusion Strategy developed - appointment of consultant for data analysis - appointment of consultant for strategy development	Director-Law & Governance	22/07/2023	Mistake on Document	Jun-24	Jul-24	change to correct error on document
302	Strategic Decision	SD.F1.0	Customer Journey Strategy	Director-Regeneration & Growth	22/07/2023	Change to delivery timescales (actions and milestones)	Oct-23	Mar-24	Delays with face to face customer engagement sessions, these are currently not being promoted and the on-line survey has also been put on hold, this will impact timescales for the completed Strategy. As the sessions have not been able to be promoted the last 4 sessions have only been attended by 6 people in total.
303	Decision Making	DM.C3.1	New assurance action: Watching brief to ensure that historic matters do not re-surface	Director-Law & Governance	22/07/2023	Add- New Assurance Action	quarterly	sep/dec/mar /june	new assurance action added
304	Procurement & Commercial	PC.A5.2	Fleet replacement complete	Director-Borough Economy	22/07/2023	Change to delivery timescales (actions and milestones)	Mid 2023	End 2023	
305	Partnership & Relationships	PR.B1.6	Assurance Action: Update provided on a 6 monthly basis by Director of Regen and Growth to confirm representation at key meetings continues and brings benefit to the council. Key meetings for Members to attend at sub regional and regional level are: ABCA Leaders; WMCA Board; WMCA Economic Growth Board; WMCA Housing and Land Board	Director-Regeneration & Growth	22/07/2023	Closure of Assurance Action	n/a	n/a	Proposing closure on basis that we will have been through first round of regional engagement following Full Council. Ongoing assurance is through dialogue between Leader and Chief Exec and their discussion with Regional Groups, and between CMs and Directors via briefings.
306	Corporate Oversight	CO.B2.0	Single Improvement Plan Phase 2 and Phase 3	Leadership team	26/07/23	Closure of Main Action	n/a	n/a	All actions have been carried out and the IP remains updated through change control process.
307	Procurement & Commercial	PC.C1.1	Options Appraisal (corp performance management system)	Chief executive	26/07/23	Change to delivery timescales (actions and milestones)	Aug-23	Oct-23	CRP3 completed for SCM and Finance. Modelling phase further extended for HCM to complete and Sign-Off Design BPS and DM design into August. Preparation for DM3 start in progress. Revised plan submitted and approved by Programme Board on 9th July. Go Live still planned for April 2024.

308	Corporate Oversight	Co.A1.9	Completion of the modelling phase	Director-Finance	26/07/23	Change to delivery timescales (actions and milestones)	Jun-23	Aug-23	CRP3 completed for SCM and Finance. Modelling phase further extended for HCM to complete and Sign-Off Design BPS and DM design into August. Preparation for DM3 start in progress. Revised plan submitted and approved by Programme Board on 9th July. Go Live still planned for April 2024.
309	Partnership & Relationships	PR.B1.0	Continue to develop the relationship with and actively participate in regional and sub-regional bodies (e.g. WM Combined Authority, Black Country LEP) to maximise opportunities for Sandwell	Director-Regeneration & Growth	26/07/23	Closure of Main action resulting in closure of workstream	n/a	n/a	Ongoing assurance is through dialogue between Leader and Chief Exec and their discussion with Regional Groups, and between CMs and Directors via briefings.
310	Organisational Culture	OC.D5.2	New action: New Member Survey conducted and any required amendments made to MDP / New Member Induction programme	Director-Law & Governance	26/07/2023	Add - New Sub Actions	n/a	n/a	new action added
311	Organisational Culture	OC.G1.0	Governance review Phase 2- change to Governance review training phase 2	Director-Law & Governance	26/07/2023	Change to action description	n/a	n/a	change to action description
312	Strategic Decision	SD.A6.5	Stock Condition Surveys Undertaken to inform HRA business plan	Director-Housing	08/01/2023	Add - New Sub Actions	n/a	n/a	To monitor progress of stock condition surveys
313	Corporate Oversight	CO.E1.4	Programme and Project Management System Implementation	Director-Finance	08/01/2023	Change to delivery timescales (actions and milestones)	Jul-23	TBC	Timeline for roll out being discussed by LT 08.08.23. Date change to be populated following 08/08/23
314	Corporate Oversight	CO.C1.9	Consider integrating revenue, Capital and Performance reporting	Director-Finance	08/01/2023	Change to delivery timescales (actions and milestones)	Mar-24	Aug-24	To be fully reviewed once Oracle Fusion is in place and we can fully understand the reporting capabilities of the systems. Timescale aligned to Oracle Implementation