









































Action Plan		Due Date	Status	% Complete
COR2301 Finalise and Implement 3 Year People Strategy		31 March 2024		56%
Ref.	Name	Due	Status	% Complete
COR2301.A	Stakeholder Engagement – on Draft Corporate Strategy	31 July 2023		75%
Engagement on the strategy is ongoing with sessions held with Leadership Team and with Elected Members. The strategy is on the agenda for JCNG in August and Informal Cabinet and Overview and Scrutiny Committee in September with decision at Employment and Equalities Committee				
COR2301.B	Final Strategy	30 September 2023		75%
Strategy is in draft form but feedback so far has been very positive so final version not expected to be very different				
COR2301.C	Action Plans developed with Departmental strategies	31 March 2024		20%
Action plans incorporated into Corporate Strategy and work started on developing the Children's Services strategy				
COR2302 Equality, Diversity and Inclusion Actions: Establish and develop staff networks that are representative of the workforce/protected groups		31 March 2024		31%
Ref.	Name	Due	Status	% Complete
COR2302.A	Identify required networks	31 October 2023		50%
Following the appointment of the EDI Manager a number of Employee Networks have been identified and are in the process of being established.				
COR2302.B	Consult with staff	31 December 2023		25%
Consultation with staff has been undertaken on the networks as they are being developed and this will be developed further in the coming period				







Action Plan		Due Date	Status	% Complete
COR2302.C	Set up networks	31 March 2024		20%
<p>The LGBTQ network was established on IDAHOBIT day and has met and EDI Champions Network set up. A proposal will be taken to Leadership in August with regard to further networks.</p>				
COR2303 Align Transformation to both the Corporate Plan Priorities and delivery of the Medium Term Financial Strategy and continue to roll out Intelligent Automation technology across the organisation.		31 March 2024		50%
Ref.	Name	Due	Status	% Complete
COR2303.A	Take the output from Phase 2 of the Transformation Programme and liaise with Corporate Finance to incorporate into the MTFS and into the budgets within Civica.	30 June 2023		100%
<p>Complete</p>				
COR2303.B	Provide quarterly updates to Strategic Transformation Board and Cabinet on progress of the Transformation Programmes.	31 March 2024		0%
<p>Not yet contracted for Transformation implementation phase.</p>				
COR2304 Constitution Review		31 March 2024		21%
Ref.	Name	Due	Status	% Complete
COR2304.A	Agree the format and process for the review	30 September 2023		85%
<p>Will be completed at the next meeting in September.</p>				
COR2304.B	Ensure the Constitution incorporates all legally required elements	31 December 2023		0%
<p>Work has begun. On track for member approval in November 2023 via the democratic structures constitution working party.</p>				







Action Plan		Due Date	Status	% Complete
COR2304.C	Ensure all of Local Choice Functions have been considered	31 March 2024		0%
Work has begun. On track for member approval in November 2023 via the democratic structures constitution working party.				
COR2304.D	Final Draft Constitution produced for approval	31 May 2023		0%
Work has begun. On track for member approval in November 2023 via the democratic structures constitution working party. Approval to be sort at Audit & Governance committee (March 2024).				
COR2304.E	Review the Council's Code of Conduct as compared to the Local Government Association Code, refresh and update the Code and consider adoption of the Local Government Code of Conduct	31 December 2023		20%
Compared Council's code with the model code - table produced showing discussion points. Model code appears to be far clearer and understandable. It is recommended that the Council considers adopting the model code with amendments/additions.				
COR2305 National Greater Manchester Mayoral and Local Elections		31 March 2024		25%
Ref.	Name	Due	Status	% Complete
COR2305.A	To complete parliamentary boundary review implementations.	31 March 2024		20%
Final recommendations published 28/06/2023. Exploring Xpress management system to implement changes in preparation for UKPGE. Existing boundaries to remain in place until this time.				
COR2305.B	Align with GM for delivery of Mayoral elections in 2024.	31 March 2024		5%
Initial plans being discussed amongst GM authorities and GMCA. Also being discussed at GM CLO and WLT meetings				
COR2305.C	Full implementation of the Elections Act 2022.	31 March 2024		50%
Tranche 1 of Elections Act 2022 implemented successfully at local elections May 2023. Outline of tranche 2 requirements released by DLUHC. Upgrades required to EMS, development of online portal and legislation to be enacted to enable full implementation at future elections				






Action Plan		Due Date	Status	% Complete
COR2306 Risk Register Review		31 March 2024		34%
Ref.	Name	Due	Status	% Complete
COR2306.A	Draft updated Corporate Risk to have inherent risk scores set	30 June 2023		90%
Proposed inherent and residual risk scores have been drafted. These are to be reviewed by leadership on 18 July 2023				
COR2306.B	Draft updated Corporate Risk to have residual risk scores set	30 September 2023		80%
Residual risk scores drafted and being taken to leadership on 18 July				
COR2306.C	Service Risks to have draft alignment and scoring to Corporate Risk Register	31 December 2023		0%
Not started				
COR2306.D	Integrated Care Partnership risks to be aligned with Corporate / relevant Service risks	31 December 2023		0%
Not started				
COR2306.E	Risk Registers to be finalised an relevant reviews established	31 March 2024		0%
Not started				
COR2307 Relaunch and implementation of the Priority Payment Scheme		31 March 2024		11%
Ref.	Name	Due	Status	% Complete





Action Plan		Due Date	Status	% Complete
COR2307.A	Review of current performance of the scheme – analysis of suppliers on board	31 May 2023		20%
Some delay on analysis of the current performance due to capacity in the team whilst completing 2022/23 Final Accounts. It will progress over the next three months				
CRO2307.B	Engage with middle to senior management and STaR Procurement	31 August 2023		0%
Not started				
COR2307.C	Relaunch event	30 September 2023		0%
To be booked in for September / October				
COR2307.D	Monitor performance	31 March 2024		25%
Performance against PAS uptake is reported monthly and included within the Quarterly Finance Update report to Cabinet.				
COR2308 Develop and implement a strategy for the Council’s own CCTV monitoring records and develop the provision of CCTV monitoring with GMP.		30 September 2023		15%
Ref.	Name	Due	Status	% Complete
COR2308.A	Undertake council-wide review of CCTV provision and develop a self-assessment process which assesses compliance with the CCTV code of practice	30 September 2023		15%
Ongoing work continues with Neighbourhoods in understanding locations and options. Once the review is completed, this will move then to designing a process to manage further requests. All new requests will then be validated via IG team to ensure compliance is in place. Meeting with Audit diared for 12/07/2023				
COR2309 To develop an IG & complaints communication strategy which will include improved reporting data		30 June 2023		83%
Ref.	Name	Due	Status	% Complete

Action Plan		Due Date	Status	% Complete
COR2309.A	To review all current communications and who they are aimed at	30 June 2023		100%
Complete				
COR2309.B	To identify gaps in reporting	30 June 2023		80%
Gaps identified in CSC/ASC & IG. Ongoing improvements made in social care with further work required to complete the loop in IG with regular reporting. This is ongoing.				
COR2309.C	To engage with directorates on improving reporting and communications	30 June 2023		70%
FOI reporting updated and improved				
CSC, EM, ASC reporting improved				
SLT cyber & ICO regular updates to follow				
Housing - ongoing work under review				
Contact centre completed				
O&S Reporting review completed				
Outstanding: Highways, Public Health				
Review of IG communications ongoing.				
COR2310	To review and develop on schools income strategy for IG	31 December 2023		60%
Ref.	Name	Due	Status	% Complete
COR2310.A	To review the market for other services	30 June 2023		100%

Action Plan		Due Date	Status	% Complete
Market research completed, compiled data for alternative providers on services offered from an IG perspective.				
COR2310.B	To identify gaps and opportunities	30 September 2023		60%
Gaps and areas identified, ingoing work to continue to draw these through to a briefing paper and proposal of options available.				
COR2310.C	To develop improved strategy for income generation	31 December 2023		20%
Strategic planning underway, proposal in development which will offer 3 alternative routes of business for this aspect of work. Conversations initiated with Transformation team to understand and consider any prior work that PWC identified and considerations being given to market placement.				
COR2311	To undertake a review of Lexcel best practice to ensure higher standards of delivery of legal services with a view to obtaining accreditation in 2023/24.	31 December 2023		20%
Ref.	Name	Due	Status	% Complete
COR2311.A	Undertake review of practice management standards and processes.	31 December 2023		20%
We have begun work updating our internal paperwork and processes to bring ourselves to a compliant status. We are also due to speak with colleagues from other authorities who have gone through this process who can help and advise in order to benefit from their lessons learned and have contacted a consultant who will guide us through the process and get us to a compliant route to accreditation and the assessment process. Once we have met the consultant, we will be able to look at appointing an assessor who can prepare us for the accreditation assessment. Work is also underway to update the service Business Continuity Plan which is an integral part of the Lexcel standards.				
COR2312	Further development of core systems with the Corporate Services Directorate	31 March 2024		17%
Ref.	Name	Due	Status	% Complete
COR2312.A	Review of current systems	30 June 2023		40%

Action Plan		Due Date	Status	% Complete
<p>Developments of the HR & Payroll system (iTrent) have been identified for the coming year. These include increased automation of processes for the HR & Payroll operational teams as well as enhancements for ESS (employee self service) and MSS (manager self service).</p>				
COR2312.B	Scope resource requirements and cost implications	30 November 2023		10%
<p>Resource and cost implications for iTrent developments will be undertaken at the beginning of each piece of work. Scoping is currently underway for development of time-sheets in ESS.</p>				
COR2312.C	Planning of development work	31 December 2023		10%
<p>Planning for next iTrent development has commenced.</p>				
COR2312.D	Implement changes	31 March 2024		10%
<p>Absence automation linking sickness and maternity directly to pay was implemented in June. This has resulted in resource savings which will feed into the Corporate Directorate targets for 2023/2024.</p>				
COR2313 Implement the use of text messaging for Council Tax Recovery		31 August 2023		50%
Ref.	Name	Due	Status	% Complete
COR2313.A	Refresh of testing	30 June 2023		100%
<p>Testing has been refreshed. Final sign off now with IG Team (need to implement a process whereby the resident withdraws consent) following which live roll out will commence.</p>				
COR2313.B	Live roll out	31 August 2023		0%
<p>Work not started</p>				

Action Plan		Due Date	Status	% Complete
COR2314 Support Directorates to develop Medium Term Strategies to manage demand and future pressures		31 March 2024		12%
Ref.	Name	Due	Status	% Complete
COR2314.A	Understand Directorate Plans for pressures / demand	31 July 2023		15%
Pressures in Adults, Children's and Housing services. Finance teams are monitoring through budget monitoring.				
COR2314.B	Business Cases costings and resource requirements	30 September 2023		10%
Will progress in future quarters with working groups with services. Some meetings are being established.				
COR2314.C	Inclusion in the 2024/25 Budget and MTFS	29 February 2024		0%
Will progress in quarters 2 and 3.				
COR2314.D	Quarterly monitoring	31 March 2024		25%
Quarterly monitoring ongoing - Q1 completed				

Action Plan		Due Date	Status	% Complete
COR2315 Establish and embed a monitoring/reporting structure for the new Council-owned companies		31 December 2023		16%
Ref.	Name	Due	Status	% Complete
COR2315.A	Formally identify and designate an appropriate officer to act as shareholder for: Rochdale Hotel Limited Rochdale Hotel Holdings Limited Rochdale BTR Limited	31 July 2023		50%
Legalities confirmed with Head of Legal, officer to be identified and appointed by end of July.				
COR2315.B	Design quarterly company management reports and include as standard agenda item for an appropriate Officer/Board meeting	30 September 2023		0%
Action not yet due/started				
COR2315.C	Review Commercial Finance reporting to Cabinet (via Finance Update Report) for inclusion of company performance	31 December 2023		0%
Action not yet due/started				