

## Stores – Project Masterplan – Summary

October 2022

Theme	Implementation actions	Progress	Items completed	Items outstanding / in progress / future & not started
<b>Systems Processes &amp; Procedures</b>				
General operations	6	100%	6	0
Stock Takes	18	77%	14	4
Returns	7	71%	5	2
Stock Picking& Requisitions	3	100%	3	0
<b>Stores – Stock Management</b>	5	80%	4	1
<b>IT Systems / inventory Management/SICLOPS</b>	5	40%	2	3
<b>Catalogue &amp; Pricing</b>	2	50%	1	1
<b>Contract Management</b>	2	50%	1	1
<b>Staffing and Structure</b>				
HR General – Job summaries and structure	2	0%	0	2
Training and Support	2	0%	0	2
<b>Stakeholder Management</b>	19	84%	16	3
<b>Physical Accommodation / Buildings</b>				
Assessment of Site	5	40%	2	3
Analysis of Stock held	4	75%	3	1
<b>Business Continuity Plan</b>	1	0%	0	1
<b>Totals</b>	<b>81</b>		<b>57</b>	<b>24</b>

Key:



In excess of 70% total action items complete and all outstanding items on track



Less than 70% of total action items complete and all outstanding items on track



Theme includes action items not on track

Note: All end dates for implementation of the Project Masterplan is 31.03.2023