



Notice of BCP Shadow Executive Committee

Date: Tuesday, 15 January 2019 at 10.00 am

Venue: HMS Phoebe Committee Room, Town Hall, Bournemouth, BH2 6DY.

Membership:

Chairman:

Cllr J Walton

Vice Chairman:

Cllr J Beesley

Cllr P Broadhead

Cllr J Challinor

Cllr B Crawford

Cllr A Filer

Cllr D A Flag

Cllr M Greene

Cllr N Greene

Cllr M Haines

Cllr P F Jamieson

Cllr J Kelly

Cllr R Lawton

Cllr I Potter

Cllr K Rampton

Cllr M White

All Members of the Shadow Executive Committee are summoned to attend this meeting to consider the items of business set out on the agenda below.

The press and public are welcome to attend.

If you would like any further information on the items to be considered at the meeting please contact: Matt Wisdom (01202 451107) or email matthew.wisdom@bournemouth.gov.uk

Press enquiries should be directed to Georgia Turner: Tel: 01202 451039 or email georgia.turner@bournemouth.gov.uk

This Notice of Meeting and all the papers mentioned within it are available at modern.gov.bcpshadowauthority.com

GRAHAM FARRANT
CHIEF EXECUTIVE

7 January 2019



Available online and
on the Mod.gov app



AGENDA

Items to be considered while the meeting is open to the public

1. Apologies

To receive any apologies for absence from Members.

2. Declarations of Interests

Councillors are required to comply with the requirements of the Localism Act 2011 regarding disclosable pecuniary interests. Declarations received will be reported at the meeting.

3. Confirmation of Record of Decisions

To confirm the record of decisions from the meeting held on 12 December 2018 available to view at the following link:-

<https://modern.gov.bcpshadowauthority.com/documents/g118/Decisions%2012th-Dec-2018%2014.00%20Executive%20Committee.pdf?T=2>

4. Public Issues

To receive any public questions or statements submitted in accordance with the Constitution. Further information on the requirements for submitting questions and statements is available to view at the following link:-

<https://bcpsshadowauthority.files.wordpress.com/2018/07/public-participation-e28093-extract-from-the-constitution.pdf>

The deadline for the submission of public questions is 10.00 am, Wednesday 9 January 2019.

The deadline for the submission of a statement is 12.00 noon, Monday 14 January 2019.

5. Recommendations from the Overview and Scrutiny Committee

To receive any recommendations from the Shadow Overview and Scrutiny Committee.

6. Recommendations from Tricuro Executive Shareholder Group

To consider the recommendation of the Tricuro Executive Shareholder Group, circulated at **6**.

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7. Programme Update

See report circulated at **7**.

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8. Executive Committee Forward Plan

The Committee is asked to note the latest published Forward Plan, available to view at the following link:-

<https://moderngov.bcpshadowauthority.com/documents/1112/Printed%20plan%207%20January%202019%20-%20Forward%20Plan.pdf?T=4>

9. **Any other business - not being a key decision - of which notice has been received before the meeting and by reason of special circumstances, which shall be specified in the record of decisions, the Chairman is of the opinion that the items should be considered as a matter of urgency.**

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Extract from the Minutes of the Tricuro Executive Shareholder Group held on Thursday, 20 December 2018

Tricuro: Shareholder Viability Assessment Report

6 The Group considered the Tricuro Shareholder Viability Assessment report commissioned by Dorset County Council and undertaken by Ernst and Young.

Mr Richards, Assistant Director, explained that the assessment had been requested by the County Council and was carried out in Summer 2018 in collaboration with Tricuro staff. The report highlighted future financial pressures, means by which unit costs and demand could be managed, challenges to revenue growth and identified opportunities to improve the strategic partnership with the County Council. The challenges experienced by Tricuro were not unique and the assessment provided suggestions to improve Tricuro's sustainability and resilience.

The Managing Director explained that Tricuro's Board had responded to the assessment and highlighted that opportunities for growth were very different now compared to the time of the assessment. She reminded members that Tricuro had delivered significant savings and efficiencies which provided a platform for strategic growth and development. A strategic vision for the future was needed and there needed to be some consideration of the future impact of local authority commissioning on Tricuro.

Members recognised that the current situation was far removed from that when Tricuro was established. They found the report to be useful in identifying future challenges for Tricuro and discussed their possible implications for both the company and the local authorities. It was also recognised that opportunities under the tekal structure had not been fully explored as yet. All members confirmed their wish that the two new Councils continued to work with Tricuro to support the delivery of quality care for the residents of Dorset.

The Transformation Programme Lead for the Adult and Community Forward Together Programme, Dorset County Council, explained that the assessment had provided an independent view of the opportunities and challenges facing Tricuro given the amount of change since its establishment. She also drew attention to the changes that would arise from the introduction of the Integrated Care System. Following the assessment, the County Council would be considering different options to meet residents' needs within the available budget.

Resolved

1. That the Group noted that DCC have confirmed that the financial position for 2019/20 will be completed by December 31st in line with the two-year commissioning intentions set out in 2017/18.
2. That the Group approve the Tricuro Board and DCC to progress the exploration of options for their future to achieve sustainable care within the available resources including impact assessments on all shareholders and the company with progress to be reported to an ESG in February 2019.

Recommended

That the two future shareholders confirm their commitment to the provision of quality care for the residents of Dorset and commit to supporting the Commissioners to develop their strategic vision with Tricuro.

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Bournemouth, Christchurch and Poole Shadow Executive Committee

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Report Subject	BCP LGR Programme Update
Meeting date	15 January 2019
Report Author	Julian Osgathorpe, BCP LGR Programme Director
Contributors	BCP Interim Statutory Officers BCP Programme Board
Status	Public
Classification	For information for all Members
Key Decision	No
Executive summary	This report provides an overview of activity within the BCP Programme for Local Government Reorganisation in Dorset.
Recommendations	Members note the progress made since the last BCP Shadow Executive Committee meeting on approved workstreams.
Reason for Recommendations	To note the progress made on the Bournemouth, Christchurch & Poole programme to prepare for local government reorganisation in Dorset and to provide assurance to Members that the Programme is progressing satisfactorily.

Background detail

1. At its first meeting the Shadow Executive Committee adopted the programme framework that had previously been approved and adopted by the BCP Joint Committee.
2. The key components of this framework are as follows:

- a. The Governance architecture comprising:
 - i. The BCP Shadow Executive Committee
 - ii. The BCP Programme Board, along with subordinate Phase 2 Delivery Boards established to oversee the specific operational areas of Adult's Services, Children's Services, Environment & Economy and Corporate & Support Services
 - iii. The Programme Director/Central Implementation Team Leader and the implementation team
 - iv. The Task & Finish Groups established under this architecture to progress specific workstreams.
 - b. The programme plan comprising three phases:
 - i. Creating the new unitary authority
 - ii. Delivering senior staffing structures and business functionality for April 2019
 - iii. Designing and building the new local authority.
 - c. The allocation of resources totalling £9,096,160 with delegation to the BCP Programme Board to approve spending from this budget.
3. The purpose of this report is to provide an overview of the activity within the programme in order to ensure oversight by the Shadow Executive Committee.

Activity Undertaken in the Last Period

4. The programme remains consistent with the plan agreed by the BCP Joint Committee. Phase 2 of the programme is now into its implementation stage, with all the Delivery Boards and their Unit of Service workstreams working with the BCP PMO/Central Implementation Team and other Corporate Service colleagues in designing and implementing their solutions. In this regard, significant focus is being placed on ensuring that the people and systems most directly impacted by the disaggregation/reaggregation process can continue to function effectively on 1st April 2019.
5. Oversight, direction and support from elected Members is being effectively provided through a number of strategic and operational mechanisms. The Phase 2 Task & Finish Groups are working very well, and their efforts are being seen with significant progress being made in all areas. Engagement by the Shadow Executive Committee with the work of the Phase 2 Delivery Boards is facilitated by the relationships agreed at the meeting of the Shadow Executive Committee in July 2018, while also providing an informal means of engaging and supporting the work of the Shadow Overview & Scrutiny arrangements.

6. Having established a provisionally balanced budget for 2019/20, the Finance Task & Finish Group are continuing their work to ensure that the underlying plans to deliver the required savings are robust. Other work currently ongoing includes the continuing engagement with MHCLG on the consequential orders, as well as contributing to the work of other Task & Finish Groups such as Governance, Civic Functions and Organisational Design & Development.
7. The Governance Task & Finish Group are continuing to focus on the development of the Constitution for the new authority. This is an extensive area of work that has involved significant engagement with Members from across the Shadow Authority through dedicated workshops and briefing sessions as well as formal consultation with the Shadow Authority Overview & Scrutiny Committee. The outcome of this workstream will be presented to the Shadow Executive Committee at its meeting in February 2019 for approval.
8. With the approval of the Tier 2 Recommendations by the Shadow Authority in December 2018, the HR & TUPE Task & Finish Group has now turned their attention to the remaining appointments to the senior management team for the BCP Authority. These cover the external recruitment to the Director of Children's Services role as well as the Statutory roles of Section 151 Officer and Monitoring Officer.
9. The Organisational Design & Development Task & Finish Group is considering the early stages of Phase 3 of the BCP LGR Programme. This includes exploring key aspects of organisational design such as operating model, ways of working, values & behaviours and also the relationship between organisational design and affordability as expressed by the MTFP.
10. The Civic Functions Task & finish Group continue to work with the Community Governance Review underway in Christchurch in order to ensure the effective implementation of the outcome of that process.

Summary of finance implications

11. Resources totalling £9,096,160 have been approved to support the delivery of Phases 1 and 2 of the BCP LGR Programme. Authority to approve spend from this budget is delegated to the BCP Programme Board.
12. A Budget Monitoring Statement is attached at Appendix 1 for information. However, the programme remains within budget and the next full Budget Monitoring report will be provided in April 2019.

Summary of legal implications

13. There are no legal implications arising from this report.

Summary of human resources implications

14. There are no human resources implications arising from this report.

Summary of environmental impact

15. There are no environmental impacts arising from this report.

Summary of risk assessment

16. The risks and issues have been developed and are being regularly reviewed and managed using an established methodology and framework. At an operational level, they are reviewed and managed through the BCP Programme Board, the Phase 2 Delivery Boards/Unit of Service Workstreams along with the PMO/Central Implementation Team.

17. In the event that there is a need to escalate any risks or issues to the Shadow Executive Committee for either awareness or decision they will be fully outlined with background information, a description of available options and carry recommendations for approval. In addition, regular reviews of the Strategic Risk Register for the Programme are undertaken by the Shadow Executive Committee at its briefing meetings along with a similar arrangement in place with the Shadow Overview & Scrutiny Committee.

18. There are no risks or issues to be escalated at this stage.

Background papers

None

Appendices

Appendix 1 – BCP Programme Budget Monitoring

BCP Programme Budget Monitoring

AS AT 12 December 2018

	Budgeted Cost Share	Budget	Total Committed	Variance Budget v Committed Under/(Over)	Actual To date	Forecast Cost Share	Forecast Outturn	Variance Budget v Forecast Under/(Over)
	%	2018/19 Total £	2018/19 Total £	2018/19 Total £	2018/19 Total £	2018/19 %	2018/19 Total £	2018/19 £
Specialist Support								
Legal & Democratic		31,450	0	31,450	0		0	31,450
- Committee Management		1,000	1,000	0	0		1,000	0
- Registrars Booking System		7,550	7,550	0	0		7,550	0
		40,000	8,550	31,450	0		8,550	31,450
Financial		17,651	0	17,651	0		0	17,651
- Council Tax Consultation		12,349	12,349	0	0		12,349	0
- Insurance		10,000	4,480	5,520	0		4,480	5,520
		40,000	16,829	23,171	0		16,829	23,171
Human Resources								
- Review of Terms and Conditions		175,000	175,000	0	87,315		175,000	0
- Tax & PAYE Advice		10,000	10,000	0	0		10,000	0
- Assessment & Recruitment Tier 2		32,495	32,495	0	0		32,495	0
- Recruitment of Chief Executive		32,000	46,000	(14,000)	42,754		46,000	(14,000)
- eRecruit Platform		24,000	24,000	0	0		24,000	0
		273,495	287,495	(14,000)	130,069		287,495	(14,000)
ICT		43,050	0	43,050	0		0	43,050
- GIS		16,950	16,950	0	800		16,950	0
		60,000	16,950	43,050	800		16,950	43,050
Communications		12,500	0	12,500	0		0	12,500
- Branding		80,000	80,000	0	15,371		80,000	0
- Website		12,500	12,500	0	0		12,500	0
		105,000	92,500	12,500	15,371		92,500	12,500
Infrastructure Investment								
ICT		405,920	0	405,920	0		0	405,920
- email transfer		76,500	76,500	0	0		76,500	0
- Financial Management System		184,000	184,000	0	452		184,000	0
- Local Election changes		27,500	27,500	0	0		27,500	0
- Parking system reconfiguration		56,250	56,250	0	4,043		56,250	0
- Traffic Management System		109,754	109,754	0	0		109,754	0
- Highways Maintenance		7,490	7,490	0	0		7,490	0
- Confirm Software		25,000	25,000	0	0		25,000	0
- Land Charges		11,438	11,438	0	0		11,438	0
- Achieve E-form		8,675	8,675	0	0		8,675	0
- Gladstone - BCP only 50% total cost		4,623	4,623	0	0		4,623	0
- Daisy Network Connection		29,850	29,850	0	3,000		29,850	0
- Synergy		200,000	200,000	0	50,000		200,000	0
- Mosaic		103,000	103,000	0	0		103,000	0
		1,250,000	844,080	405,920	57,495		844,080	405,920
Accommodation		100,000	0	100,000	0		0	100,000
Contingency - Specialist Support		5,343	0	5,343	0		0	5,343
- Unison additional resources		37,000	37,000	0	2,632		37,000	0
		42,343	37,000	5,343	2,632		37,000	5,343
Additional Resource Requirements								
Major Change Project Team		783,126	783,126	0	442,449		783,126	0
Backfill Capacity Requirements		918,738	58,333	860,405	5,179		58,333	860,405
Additional Staff Capacity Requirements		1,639,171	345,900	1,293,271	11,584		345,900	1,293,271
Shadow Authority Running Costs		756,932	0	756,932	253		253	756,679
Redundancy and Restructure Costs		1,500,000	0	1,500,000	0		0	1,500,000
Contingency - additional resource requirement		409,797	0	409,797	0		0	409,797
TOTAL EXPENDITURE		7,918,602	2,490,763	5,427,839	665,831		2,491,016	5,427,586
Recharge To Authorities								
Bournemouth + Share of Gladstone	49.34%	3,909,470				49.34%	1,231,499	
Poole + Share of Gladstone	38.20%	3,026,789				38.20%	953,452	
Christchurch + Share of Gladstone	6.23%	493,636				6.23%	155,498	
Dorset CC - no share of Gladstone	6.23%	493,329				6.23%	155,190	
TOTAL RECHARGE TO AUTHORITIES		7,918,602					2,491,016	

NB - The Decision Record for the Gladstone Leisure Database shared the cost 50/50 BCP and DCC, £4623 is the BCP share and accordingly this is shared between BCP Councils only on the basis 52.61%, 40.74%, 6.65%

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