



Bournemouth, Christchurch and Poole - Shadow Executive Committee

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Report Subject	BCP LGR Programme Update
Meeting date	24 July 2018
Report author	Julian Osgathorpe BCP LGR Programme Director
Contributors	BCP Interim Statutory Officers BCP Programme Board
Status	Public
Classification	For information for all Members
Executive summary	This report provides an overview of activity within the BCP Programme for Local Government Reorganisation in Dorset.
Recommendations	Members of the Shadow Executive are requested to; <ol style="list-style-type: none">1. Note the progress made since the last BCP Joint Committee on approved workstreams2. Note the proposed activity to progress approved workstreams in the lead up to the next Shadow Executive Committee
Reasons 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 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 Social Care, Children's Social Care, Environment & Economy and Corporate & Support Services
 - iii. The Programme Director/Central Implementation Team Leader and the implementation team
 - iv. The Task & Finish Working 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 an interim budget of £1.16m 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 provide oversight by the Shadow Executive Committee.

Activity Undertaken in the Last Period

- 4. The last Programme Update Report was provided to the BCP Joint Committee in May 2018. Therefore this report covers the period since this meeting.
- 5. Work continues with MHCLG on the subsequent Orders required for the creation of and transition to the BCP unitary authority. An update on this aspect of the programme appears later on the Agenda and will provide more detail for Members.
- 6. The Disaggregation workstream has reached the successful conclusion of the service budget work. A report on this workstream appears later on the Agenda and will provide more detail for Members. However, it should be acknowledged that this represents a significant milestone for both LGR area programmes, and has seen significant and successful cooperation between Members and Officers from across Dorset.
- 7. With the conclusion of the service disaggregation work, significant effort is now being focussed on the engagement and consultation required in order to develop the TUPE (Transfer of Undertakings (Protection of Employment)) arrangements for 1st April 2019.
- 8. The Senior Appointments Task & Finish Group has made significant progress during the last period. The process and timetable for the Tier 1/Chief Executive appointment was reported to and approved by the Shadow Executive Committee at its previous meeting. Focus has now shifted to the similar arrangements for the Tier 2 roles. A report on this appears later on this Agenda and provides more detail for Members.
- 9. The Financial Strategy & Council Tax Harmonisation Task & Finish Group is continuing to develop and refine the information and assumptions required to progress their work to its conclusions. A report on this appears later on the Agenda and provides more detail for Members.

10. The Governance Task & Finish Group achieved a significant milestone with the creation and convening of both the Shadow Authority and the Shadow Executive Committee in June 2018. The adoption of the interim constitutional arrangements as developed and recommended by the Group was the conclusion of significant effort and cooperation between Members, Officers and representatives of MHCLG. Focus has now shifted to the development of constitutional arrangements for the BCP unitary authority and these will be reported in due course to the Shadow Authority or Shadow Executive Committee as appropriate.
11. The mobilisation of the Phase 2 arrangements within the programme continues and is nearing completion. All of the Phase 2 Delivery Boards and their Unit of Service workstreams are now meeting and are supported by the BCP PMO/Central Implementation Team. Their focus is ensuring service continuity throughout the transition as well as the development of MTFP and budget proposals.

Summary of finance implications

12. The BCP Joint Committee approved an interim budget for Phases 1 and 2 of the programme in April 2018. The budget approved was £1.16m and was broken down into estimated amounts within categories of cost required to deliver the programme. Authority to approve spend from this budget was delegated to the BCP Programme Board.
13. Appendix 1 to this report is the first quarterly budget monitoring schedule in relation to the interim budget referred to in 12.
14. The BCP Joint Committee also acknowledged that additional resources would be required. The most significant categories of cost remaining to be quantified and approved are:
 - a. The running costs of the Shadow Authority
 - b. The additional capacity and capability within the PMO/Central Implementation Team and the service units/preceding authorities required in order to ensure the continued delivery of day to day services while also successfully delivering the programme
 - c. Any restructuring and redundancy costs required to deliver Phases 1 and 2 of the programme
15. A further report on 14. a and b is expected to be made to the Shadow Executive Committee in October 2018. It is too early to anticipate when there will be sufficient clarity and detail to provide a report on 14. c.

Summary of legal implications

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

Summary of human resources implications

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

Summary of environmental impact

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

Summary of risk assessment

19. The risks and issues have been developed and are being reviewed and managed through the BCP Programme Board and the PMO/Central Implementation Team. They are also regularly reviewed with the BCP Programme Steering Group (formerly approved and known as the Strategic Task & Finish Group).
20. In the event that there is a need to escalate any risks or issues to the Joint Committee for either awareness or decision they will be fully outlined with background information, a description of available options and carry recommendations for approval.
21. There are no risks or issues to be escalated at this stage.

Background papers

None

Appendices

1. BCP Programme Budget Monitoring Report 30th June 2018



BCP Programme Budget Monitoring

AS AT 30 JUNE 2018

Nominal Code	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 Total £	2018/19 £
Specialist Support								
Legal & Democratic		11,500	0	11,500	0		0	11,500
- Local Election changes		27,500	27,500	0	0		27,500	0
- Committee Management		1,000	1,000	0	0		1,000	0
		40,000	28,500	11,500	0		28,500	11,500
Financial		30,000	0	30,000	0		0	30,000
- Insurance		10,000	4,480	5,520	0		4,480	5,520
		40,000	4,480	35,520	0		4,480	35,520
Human Resources		1,000	0	1,000	0		0	1,000
- Review of Terms and Conditions of employment		175,000	175,000	0	0		175,000	0
- Tax & PAYE Advice		10,000	10,000	0	0		10,000	0
- Unison additional resources		37,000	37,000	0	0		37,000	0
- Recruitment of Chief Executive		32,000	32,000	0	0		32,000	0
		255,000	254,000	1,000	0		254,000	1,000
ICT		60,000	0	60,000	0		0	60,000
Communications		12,500	0	12,500	0		0	12,500
- Branding		80,000	80,000	0	0		80,000	0
- Website		12,500	12,500	0	0		12,500	0
		105,000	92,500	12,500	0		92,500	12,500
Infrastructure Investment								
ICT		500,000	0	500,000	0		0	500,000
Accommodation		100,000	0	100,000	0		0	100,000
Contingency		60,838	0	60,838	0		0	60,838
Total Expenditure		1,160,838	379,480	781,358	0		379,480	781,358
Recharge to Authorities								
Bournemouth	49.34%	572,757				49.34%	187,235	
Poole	38.20%	443,440				38.20%	144,961	
Christchurch	6.23%	72,320				6.23%	23,642	
Dorset CC	6.23%	72,320				6.23%	23,642	
Total Recharges to Authorities		1,160,838					379,480	