



## Bournemouth, Christchurch and Poole Shadow Executive Committee

6

Report Subject	<b>BCP LGR Programme Update</b>
Meeting date	12 <sup>th</sup> September 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
Key Decision	No
Executive summary	This report provides an overview of activity within the BCP Programme for Local Government Reorganisation in Dorset.
Recommendations	<ol style="list-style-type: none"><li><b>1. Members note the progress made since the last BCP Shadow Executive Committee meeting on approved workstreams.</b></li><li><b>2. Members consider establishing Phase 2 Task and Finish Groups and de-commission the Task and Finish Groups that have completed Phase 1 activity.</b></li></ol>
Reason for Recommendations	<p>To note the progress made on the Bournemouth, Christchurch &amp; Poole programme to prepare for local government reorganisation in Dorset and to provide assurance to Members that the Programme is progressing satisfactorily.</p> <p>To acknowledge the work that is nearing completion or has been completed as part of the Phase 1 Task and Finish groups and to establish Phase 2 Task and Finish groups to</p>

	progress activities required to achieve service continuity for day one.
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## **Background detail**

### 1. Introduction

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 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 Shadow Executive Committee in July 2018, therefore, this report covers the period since the July 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 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 which was provided in July included the next steps at Section 8 of the report, these are being progressed by both LGR area programmes.
7. 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 Tier 1/Chief Executive appointment process, reported to and approved by the Shadow Executive Committee at the meeting in May 2018, has progressed. A Senior Appointments Committee will be convened for the formal recruitment process and will form the selection panel. The final panel interviews for the new Chief Executive for the BCP Council will be held on 26 September 2018 and the process is due to be concluded at the Shadow Authority meeting in October. The process and timetable for the Tier 2 roles is also progressing as reported to and approved by the Shadow Executive Committee in July.
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 the MTFP is included in the Forward Plan for October Shadow Executive Committee meeting.
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. 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.
12. A significant amount of work has been completed or is nearing completion by the Task and Finish Groups established to focus on Phase 1 of the Programme for Civic Functions, Council Tax Harmonisation, Structural Change Order, Disaggregation, Electoral Review (ward boundaries), Governance Arrangements, Visioning and process for CEX appointment.

13. Members are recommended to consider establishing Phase 2 Task and Finish Groups to focus on the next stage of activity within the work programme. The following Task and Finish Groups are recommended:
- a) Vision to determine the future operating model for the new council
  - b) Finance to focus on MTFP and Budget Strategy
  - c) Governance to focus on the development of the new council Constitution
  - d) HR to appoint to senior roles and oversee the TUPE process
  - e) Civic Functions to focus on mayoralty and civic functions.

### **Summary of finance implications**

14. 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.
15. The Programme Update report in July received the first quarterly budget monitoring schedule in relation to the interim budget, the next quarterly schedule will be reported in October 2018.
16. 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
17. A further report on 16. a and b is expected to be made to the Shadow Executive Committee in October 2018.

### **Summary of legal implications**

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

### **Summary of human resources implications**

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

### **Summary of environmental impact**

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

### **Summary of risk assessment**

21. 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).

22. 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.

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

### **Background papers**

None

### **Appendices**

None