



Bournemouth, Christchurch and Poole Shadow Executive Committee

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Report Subject	BCP LGR Programme Update
Meeting date	17 th October 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	1. 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 Adults' 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 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. 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.
5. The TUPE (Transfer of Undertakings (Protection of Employment)) lists have now been compiled for the BCP Authority. The lists have been released in an anonymised form to the Phase 2 Delivery Board Chairs who are working with HR and Finance to plan the next steps in the service continuity and budget setting processes.
6. The Senior Appointments Committee has met and will be recommending a preferred candidate to the Shadow Authority Meeting on 17th October 2018. The work of the HR & TUPE Task & Finish Group is now focussed on the Tier 2 selection process.

7. The Finance Task & Finish Group is continuing to develop and refine the consolidated MTFP for the BCP Council. A report setting out the latest position with the MTFP is included later on the face of the Agenda and will provide more details for Members.
8. The Governance Task & Finish Group is now focussing on 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.
9. 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, and significant process is being made in all four Boards.

Summary of finance implications

10. 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.
11. The current budget monitoring statement is attached as Appendix 1 to this report. This shows that the commitments made are within the resources that were approved in April 2018 by the BCP Joint Committee. However, the ICT Infrastructure budget is under significant pressure and this is likely to continue as the work of the Phase 2 Delivery Boards develops in the coming months. As a result, additional resources are being sought in the report referenced in para 17 below.
12. 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

13. A further report is included on the face of this Agenda, and provides a full breakdown of the additional costs and therefore financial requirements of Phases 1 and 2 of the programme.

Summary of legal implications

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

Summary of human resources implications

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

Summary of environmental impact

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

Summary of risk assessment

17. 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).

18. 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.

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

Background papers

None

Appendices

1. Budget Monitoring Statement

BCP Programme Budget Monitoring

AS AT 30 SEPTEMBER 2018

Nominal Code	Budgeted Cost Share	Budget	Total Committed	Variance Budget v Committed <i>Under/(Over)</i>	Actual To date	Forecast Cost Share	Forecast Outturn	Variance Budget v Forecast <i>Under/(Over)</i>
	%	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		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		17,505	0	17,505	0		0	17,505
- 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
- Assessment Tier 2		495	495	0	0		495	0
- Recruitment of Chief Executive		32,000	46,000	(14,000)	20,336		46,000	(14,000)
- eRecruit Platform		20,000	20,000	0	0		20,000	0
		255,000	251,495	17,505	20,336		251,495	17,505
ICT		43,050	0	43,050	0		0	43,050
- GIS		16,950	16,950	0	0		16,950	0
		60,000	16,950	43,050	0		16,950	43,050
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		212,000	0	212,000	0		0	212,000
- email transfer		76,500	76,500	0	0		76,500	0
- Financial Management System		184,000	184,000	0	0		184,000	0
- Local Election changes		27,500	27,500	0	0		27,500	0
		500,000	288,000	212,000	0		288,000	212,000
Accommodation		100,000	0	100,000	0		0	100,000
Contingency		23,838	0	23,838	0		0	23,838
- Unison additional resources		37,000	37,000	0	0		37,000	0
		60,838	37,000	23,838	0		37,000	23,838
Total Expenditure		1,160,838	698,975	475,863	20,336		698,975	475,863
Recharge to Authorities								
Bournemouth	49.34%	572,757				49.34%	344,874	
Poole	38.20%	443,440				38.20%	267,008	
Christchurch	6.23%	72,320				6.23%	43,546	
Dorset CC	6.23%	72,320				6.23%	43,546	
Total Recharges to Authorities		1,160,838					698,975	