

Creating Central Bedfordshire

**Priory House
Monks Walk
Chicksands
Shefford SG17 5TQ**

Interim Chief Executive
Jaki Salisbury

TO EACH MEMBER OF THE CENTRAL BEDFORDSHIRE SHADOW SCRUTINY COMMITTEE

08 December 2008

Dear Councillor

CENTRAL BEDFORDSHIRE SHADOW SCRUTINY COMMITTEE - Thursday 11 December 2008

Further to the Agenda and papers for the above meeting, previously circulated, please find attached the following supplementary report(s).

Agenda Item	Description
S7.	CREATING CENTRAL BEDFORDSHIRE - PROGRESS REPORT <i>(To report on overall progress towards creating the new council for Central Bedfordshire and to highlight issues in order to assist the committee in the discharge of its functions. (Contact Officer: Simon Redmore Tel: 01462 611255))</i>

Should you have any queries regarding the above please contact Democratic Services on Tel: 01462 611032.

Yours sincerely

Martha Clampitt,
Committee Administrator
email: martha.clampitt@midbeds.gov.uk

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Creating Central Bedfordshire

Shadow Scrutiny Committee 11 December 2008

Chairman's Briefing Notes

Item S7 Progress Report

Since the report was written there have been a number of developments that are summarised below. Officers will provide further oral updates at the meeting.

Para 13 Management Team has now agreed a course of action having considered Deloitte's health check into the Creating Central Bedfordshire programme. Deloitte have begun a three-week intensive planning exercise with officers which will result in a week-by-week activity plan for the period of January through to the end of March, and a programme handbook. Deloitte will also be providing programme management support to add to officers' capacity and expertise. The work will be of value to other authorities and officers are, therefore, bidding for grant funding from the Regional Improvement and Efficiency Partnership (RIEP) to offset Deloitte's costs.

Para 27 A summary of the ICT plan is in preparation for Shadow Executive on 16 December. It is hoped that the summary will also be available for the Shadow Scrutiny meeting.

Para 28 There maybe fewer officer moves taking place before 1 April than envisaged when the report was written. Because of practical constraints associated with ICT, it is now expected that the general principle to be followed is that there will no moves for day one unless a special case can be made.

Para 45 A number of updates are available to the exception report set out on page S7.11 of the agenda, as follows:

Line 8 – CDRP partnership arrangements	Partners had not signed off the arrangements at the time of writing but are due to do so imminently.
Line 28 – ownership of transport routes and cross-boundary recharging	This requires input by the client from each authority i.e. children's and adult services. Meetings are due to take place imminently to agree this.

Line 42 – externally appointed Heads of Service	Interviews are taking place for Social Care, Health and Housing on 8 December and Communications on 10 December. An update will be provided at the meeting.
Line 49 – workforce training plan	This work has been put back to January without any adverse knock-on consequences.

Para
47

There are several updates to the risk log as follows:

Ref	Risk	Residual score	Action
1.04	Failure to forge a “one-council” ethos	5 (5)	An on-line training programme has been set up on behalf of the four councils on the changes for managers. Management Team on 5 December agreed the “be inspired” programme to establish a cultural identity and organisational development programme. Training needs analysis will be carried out in December for implementation in January to March.
2.02	Savings not achieved	5 (7)	Recommend to Members the draft budgets prepared resulting from the officer challenge days.
4.01	Loss of key staff during the transition period	8	The “be inspired” programme (see 1.04 above) will also assist here.
4.02	Insufficient capacity to deal with transition	5 (7)	Deloitte have carried out a health check and been commissioned to advise on the programme and add to capacity. Senior staff are aware that they must escalate demands for additional resource. Interim resource is being appointed and de-scoping carried out where possible.
4.03	Loss of staff motivation	7	At the time of writing there is an emerging issue about a report to Shadow Executive on severance / early retirement policy. An oral update will be given at the meeting.

4.04	Employees complain they are not engaged enough	7	The “be inspired” programme contains a range of initiatives including sounding boards; workplace ambassadors; staff magazine; web chat “question time” and Directors “walking the floors”.
7.03	Lack of agreement with Bedford on County services	5 (8)	Work on Service Level Agreements (SLAs) is due for completion on 12 December.
7.08	SLAs impact negatively on Central Beds	5 (8)	It has been agreed that costs will be allocated between the two unitaries on the basis of direct cost only with no profit element.

Para 54 The budget monitoring report has been updated to show the position as at 1 December as follows. A change to the budget monitoring summary contained in the agenda on page S7.13 is that a new line, “employees and back-filling” has been taken out from “change management”.

Budget Monitoring to 1 December 2008

Budget	Element	Spend (£s inc. Commitments to 31/03/09)	Remaining (£s)
0.00	Employees & back-filling	491,860	-491,860
0.50	Accommodation	138,389	361,611
0.90	Change management	1,248,460	-348,460
0.10	Miscellaneous	2,092	97,908
0.70	Contract novation	0	700,000
4.80	I.T.	3,447,306	1,352,694
0.50	Training	10,492	489,508
0.20	Communications/ branding	85,804	114,196
0.70	Elections / democracy	117,531	582,469
0.30	Recruitment	354,846	-54,846
0.60	Relocation	0	600,000
5.20	Early retirement	0	5,200,000
2.20	Redundancy	0	2,200,000
1.50	Closedown	0	1,500,000
18.20		5,896,780	12,303,220

Contact Officer
Simon.redmore@midbeds.gov.uk

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