

Agenda Item: 15

Meeting: Executive

Date: 12 May 2009

Subject: Consolidation Plan – Progress Report

Report of: Portfolio holder for Business Transformation

Summary: To report on the post vesting day transformation arrangements as requested at the Executive of the 14th May 2009

Advising Officer: Richard Ellis, Director of Business Transformation

Contact Officer: Ian Dailey, Programme Management Team Leader

Public/Exempt: Public

Wards Affected: All

Function of: Executive

Key Decision: No

Reason for urgency/
Exemption from call-in
(if appropriate): None

RECOMMENDATIONS:

- 1. that a report be made to the next meeting of the Executive on the Consolidation Plan proposals.**
- 2. that the transition budget monitoring follow the normal financial budget monitoring arrangements of the authority.**

Reason for Recommendations: So that Executive can monitor the progress on the development of the Business Transformation Consolidation Plan and implementation issues.

Introduction

1. At the April 2009 Executive, the principle of having a Consolidation Plan to define the activities being undertaken towards transformation in the first 6 months of the authorities existence was accepted.
2. The Consolidation Plan will draw it's milestones from:
 - a. Activities contained within the Creating Central Bedfordshire Implementation Plan that were not completed.
 - b. Activities that were de-scoped from the implementation Plan because they were not essential to be completed by vesting day but can now be completed in the next six months.
 - c. Activities proposed by the Transitional Task Forces final reports that can be progressed in the next six months.
 - d. Transformation activities identified as quick wins for the authority to implement in the next six months.
 - e. Already identified district harmonisation projects that can be progressed in the next six months.
3. The Consolidation Plan will enable the Executive to track the progress of this considerable amount of work that is being undertaken to consolidate the authorities base position in readiness for wider transformation.
4. Whilst the consolidation activity is being undertaken, in parallel, the longer term five year Transformation Vision and Plan is being developed by officers. This is due to come to the Executive for approval in October 2009.

Consolidation Plan Progress

5. At the time of writing this report , 30th April, officers are still developing the Consolidation Plan.
6. So far, the activities undertaken by officers working on the Consolidation Plan are:
 - a. Talking to Assistant Directors in all directorates to establish and agree the milestones that need including.
 - b. Performing a stock take of the status of activities on the Implementation Plan that have not been completed to ensure these are still required.
 - c. Undertaking a review the Transitional Task Force final reports to ensure their recommendations are captured.

- d. Talking to public sector partners about what we are proposing and seeing if there are any quick wins for transformation that can be progressed jointly.
- e. Developing governance arrangements for Transformation Programme Management.

Transition Issues

- 7. The authority is 30 days old at the time of writing this report, since vesting day, most services have continued to operate as expected providing continued continuity for our citizens. There are relatively few cross cutting issues. Most issues are being dealt with as business as usual. Officers in the Programme Management Officer are currently focussing on resolving:
 - 8. *Information Communication Technology (ICT).*
File size restrictions, access to information on legacy network drives, and email; and access to some applications while remote working is causing minor operating difficulties for some officers. All of these issues are identified and being resolved one by one.
 - 9. *Procurement Training*
The new procurement system has been rolled out successfully but some officers have yet to receive their training. These officers are scheduled to receive this training in May.
 - 10. *Service Level Agreements*
Significant progress has been made this month in progressing the sign off of these agreements. Regular meetings are now in place to progress the outstanding service level agreements and start to review performance against them. A verbal update will be given at the meeting.

Transition Finance

- 11. During implementation the Executive allocated a Transitional Budget of £19.9M. Expenditure against the budget was reported to the Executive as part of the monthly Implementation Progress reports.
- 12. The latest financial position showing the actual, committed and planned expenditure against the revised transitional budget (as reported to the meeting of Shadow Executive on 20 January) will be presented to the Executive at the meeting as this is not available at the time of writing this report.
- 13. Officers recommend, that in future the Executive does not continue to monitor the Transitional Budget. Instead, this should now be monitored under the normal financial budget monitoring arrangements of the Council.

CORPORATE IMPLICATIONS

Council Priorities:

Enabling all of the 5 Council priorities to happen:-

- a) Supporting and caring for an ageing population.
- b) Educating, protecting and providing opportunities for children and young people.
- c) Managing growth effectively.
- d) Creating safer communities.
- e) Promoting healthier lifestyles.

Financial:

The remaining Transition Budget will continue to progress transition activities and be monitored under the normal financial monitoring arrangements of the Council.

Legal:

None.

Risk Management:

Risk management will continue to be progressed by the Programme Management Office.

Staffing (including Trades Unions):

None.

Equalities/Human Rights:

None.

Community Development/Safety:

None.

Sustainability:

All activities in the consolidation plan will be;
Better for customers, better for taxpayers, better for staff and better for partners.