



## WEST NORTHAMPTONSHIRE JOINT COMMITTEE

### Northamptonshire Local Government Reorganisation Programme

14 May 2019

Date of Meeting	14 May 2019
Officer	Keith Cheesman, Programme Director
<b>Subject of Report</b>	<b>Programme Progress Report (including Programme Budget)</b>
Executive Summary	This report provides an update on progress, including an update on the Programme Budget.
Impact Assessment:	Equalities Impact Assessment: None in relation to this report.
	Use of Evidence: This report has been written in consultation with the Programme Team.
	Budget: Spend is in profile, no change in budget forecast.
	Other Implications: None identified.
Recommendation	That the West Northamptonshire Joint Committee:  1. Notes the progress made and the risks identified of the continuing absence of the Secretary of State's decision

Reason for Recommendation	Programme resource requirements are understood and met.
Appendices	None
Background Papers	
Officer Contact	Name: Keith Cheesman Tel: 07977 291001 Email: kcheesman@northampton.gov.uk

## 1. Summary and Progress

- 1.1 At the time of writing, the expected decision of the Secretary of State (SoS) has not been delivered.
- 1.2 Overall progress status is defined as Amber to reflect the challenges around planning work and the SoS decision delay.
- 1.3 The programme plan has not yet been agreed, the budget has been agreed in principle but not in detail. Updates are therefore provided against the provisional plan detail which was presented to Leaders and Chief Executives Group meeting on the 21 February and reviewed by the Chief Executives and West and North Northamptonshire Programme Boards.
- 1.4 Work continues across the programme in major workstreams:
- 1.4.1 Finance
- Alignment of district and borough MTFs (Medium Term Financial Strategies) for the North and West
  - Review of the draft shadow constitution, with specific focus on the Financial Procedure rules
  - A draft Council Tax Harmonisation paper and a model have been produced to understand the potential impact of CT Harmonisation on the budgets.
  - A view of the financial systems in use across the authorities has been completed,
    - including the financial management systems
    - feeder systems
    - version numbers
    - licence details
    - data transfer type and regularity etc
  - The system information is being used to draft an options paper around the target Financial Management Systems for vesting day
- 1.4.2 ICT
- The majority of work has focused on gathering IT related data from the authorities and collating it

- Guidance received from other unitary authorities regarding the work involved has highlighted the challenges around the Microsoft journey and preparatory work has started to understand what is required for Northamptonshire authorities to support the new unitary authorities
- Some quick wins have already been identified and implemented such as sharing skilled resources between authorities and maximising increased purchasing power for procurement cost savings

#### 1.4.3 Data and Information Governance

- An Information sharing agreement has been drafted along with IG principles for the programme and authorities to adopt to ensure ongoing data protection and GDPR compliance.

#### 1.4.4 Baselineing

Data is being gathered across operational and support areas of all councils

- Phases 1 and 2 have been completed by all West Northants District & Borough Councils. Some Phase 1 and 2 work is ongoing in the North Northants area
- Phase 3 is in progress and slightly delayed in parts
- Phase 4 is on track to be completed by all District & Borough Councils.

#### 1.4.5 Legal & Democratic

- Support for the West Northamptonshire Joint Committee set-up and first meetings
- Task & Finish Groups – supporting the creation of the groups and their first meetings
  - Interim Offer recruitment process
  - Draft constitution creation
  - Independent Review Panel
- Policies identification and baselineing

#### 1.4.6 HR & Workforce

- Working groups have started to consider and develop some of the HR requirements including
  - Terms and conditions for new starters
  - TUPE process
  - Interim and Exec recruitment
- Programme Team recruitment process with the HR leads

#### 1.4.7 Programme Office

- Bringing all the separate sub-programme plans together to one single plan to enable easier reporting and plan / dependency management
- Consolidated risk and issue log with consistent approach
- Developing the decision log framework
- Programme Team recruitment
- Creation and refresh of programme budget tracker
- Looking at Programme Management software options for managing the programme reporting, risks & issues, dependencies and decision log

- 1.5 While the County Council has started some work to build a plan around disaggregation and interaction with the LGR programme team, there is as yet very little involvement by County Council in the programme, leading to an increasing risk of duplication of effort on work such as the baselining, discovery and planning.
- 1.6 Appendix 1 sets out the headline milestones, subject to confirmation of the programme plan, budget and the Secretary of State's decision.

## 2. Work not yet started

- 2.1 Work will get underway w/c 7 May 2019 on designing the Service Continuity workstream which will be tasked with deriving the specific change requirements for each and every service and function to deliver safely and legally on day one.
- 2.2 Work will shortly begin on setting out the Phase 3 plan, aimed at developing the vision, strategic priorities and target operating model for each of the new unitary councils, and on the options for the transitional management structures as well as service and team convergence which will provide the savings and efficiency opportunities.

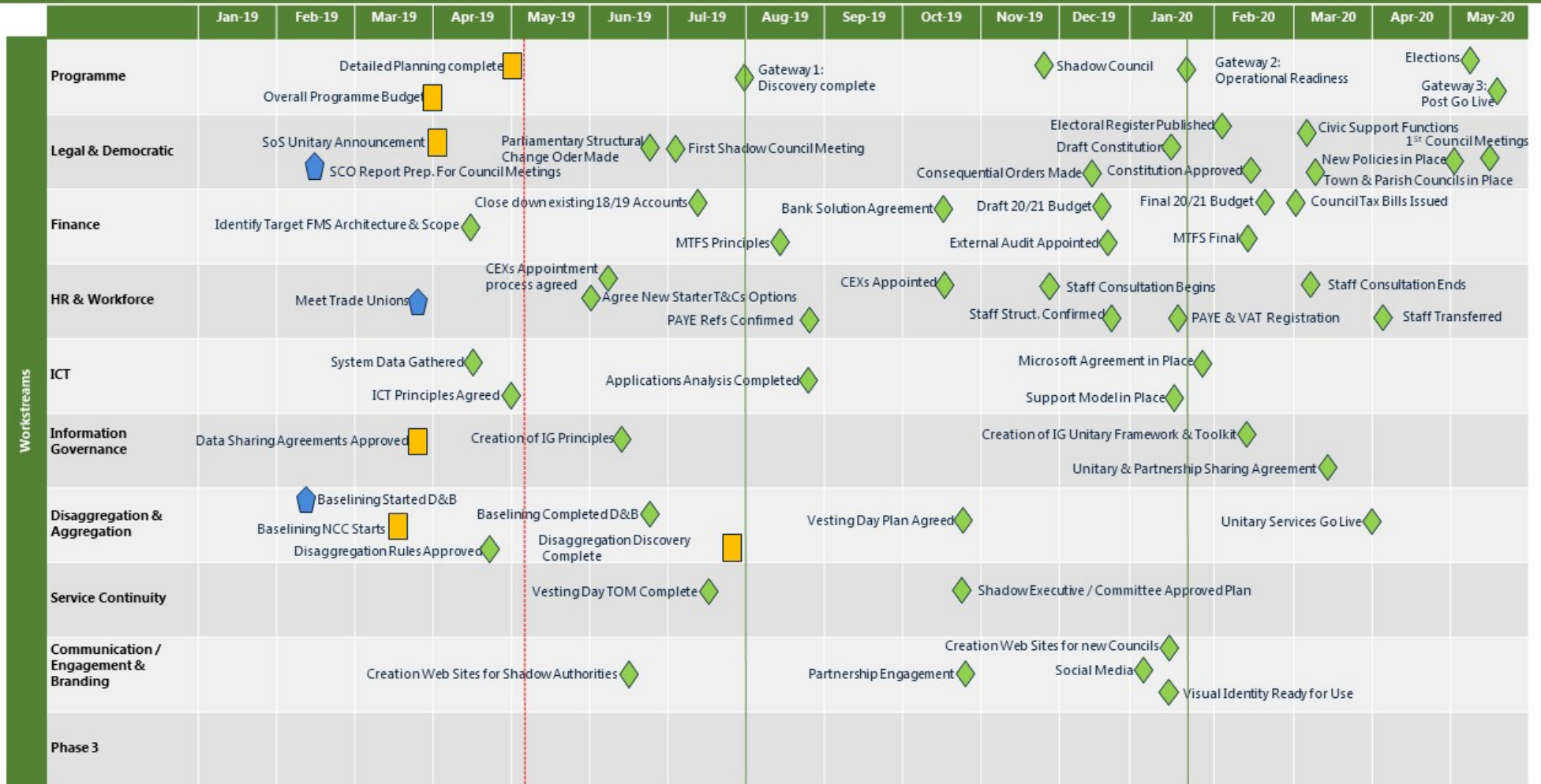
## 3. Programme Budget

- 3.1 The summary costs spent to date are set out below, together with the estimates as set out in March 2019:

Spend / Commitments	Budget Estimate £m	Spend to Date £m
Programme Management	6.4	0.68
Redundancy	7.9	
Relocation	1.7	
Property	6.9	
ICT	2.0	
Public Consultation	0.5	
Creating New Council	2.3	
Closedown	0.3	
Consultancy	5.3	0.05
Professional / Technical advice	1.3	
Backfill Costs	2.3	
Contingency	7.3	
<b>Total</b>	<b>43.9</b>	<b>0.73</b>

# Appendix 1

## Programme Milestone Plan – 3 May 2019



KEY: Blue - Complete Green - On Track Amber – plan variation or off track but recoverable without impact to the overall programme Red – Late or off track or no agreed plan, significant risk to the overall programme

