

Pathfinder Programme Update report December 2007

Agenda Item 4

The following table provides an overview of progress to date and future milestones for each of the work streams and projects in the Pathfinder programme. The pathfinder programme management structure is outlined in appendix 2

	Progress to date	Milestones	Timescale	Estimated costs
1.	<p>Programme Management Lead CE - Chris Williams</p> <ul style="list-style-type: none"> Pathfinder programme Director started in post 25th October 2007 and support officer starting 3rd December 2007. Joint Pathfinder Chief Executives and Directors meeting held to start initial development of year 2 and 3 programme areas for Pathfinder. Second IDEA National event held for Pathfinders on 18th October 2007. Bucks Pathfinder has also initiated a Pathfinder coordinators meeting held on the 26th November. CADEX has met with representatives from the Department of Communities and Local Government to update, discuss areas of support and evaluation of Pathfinder programmes. Future JIB meeting dates scheduled for 2008 on the 28th Feb, 23rd April, 25th June, 4th Sept, 5th Nov. 	<p>A discussion paper to be developed introducing into the programme year 2 and 3 projects alongside a longer term vision for the Pathfinder programme.</p>	March 2008	£200,000
		Pathfinder risk register to be reported to February JIB meeting.	February 2008	
		Additional support being sought through the CLG and secondments into key projects.	February 2008	
		Develop further funding bids for regional improvement funds possibly coming available in February 2008.	February 2008	
	<p>Budget</p> <ul style="list-style-type: none"> Successful bid to South East regional Improvement Fund with £325,000 secured. Further external funding has been applied for through the Regional Improvement Board. 			

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	Governance <ul style="list-style-type: none"> Overview and Scrutiny proposals discussion paper produced and has been considered by the Leaders meeting. Further views to be sought from partner authorities with proposals to January Leaders Meeting for further discussion. 	Further discussion at Joint Leaders meeting on Overview and Scrutiny proposals	January 2008	
1.	Communication and Change Management Lead CE – Karen Satterford <ul style="list-style-type: none"> Joint Member Pathfinder event held on in October 2007 alongside the launch of the extranet site and the third pathfinder newsletter. Feedback from this event including a summary from the event facilitator Andy Holder is included at Appendix?? Extranet site to be established and launched at the Member event. Joint Pathfinder Chief Executives and Directors meeting held to start initial development of year 2 and 3 programme areas for Pathfinder. Meetings held with the Leadership Centre and IDeA to bring in expertise to support the change management process and to develop and comprehensive long term programme. These offers of support come at no cost. 	Forward programme of both Councillor and Officer Pathfinder events and meetings to be developed. Change management proposals to be developed in conjunction with suppliers of external support and reported to JIB.	February 2008 March 2008	£25,000
3.	Community Engagement Lead CE – Karen Satterford <ul style="list-style-type: none"> Following detailed multi agency discussions a pilot community engagement process for two areas of Wycombe DC has been developed that will provide a streamlined community engagement structure for 	Launch of New Deal for Buckinghamshire, joint Parish Charter. Further report back on the community engagement pilot at the February JIB.	February 2008 February 2008	£10,000

	Progress to date	Milestones	Timescale	Estimated costs
	<p>the public sector in Buckinghamshire. Aylesbury Vale DC has also expressed an interest in running a pilot area. A summary is attached with the community engagement project report on this agenda.</p> <ul style="list-style-type: none"> • The Community Engagement project board propose developing a Member sounding board for the pilot programme to aid evaluation and to develop proposals for the Community Empowerment Action Plan recently issued by the Government. • Mapping exercise to capture the cists of community engagement well advanced. This will inform the efficiency gains that work towards the identified target of £250,000. 	Mapping exercise to report back with efficiency areas.	March 2008	
4.	<p>Joint Working - Procurement - Lead CE – Chris Furness</p> <ul style="list-style-type: none"> • Procurement Board up and running with agreed terms of reference • Updating of a combined Bucks contracts register in progress • Spend analysis work being commissioned in collaboration with SECE and some Oxon authorities • Pathfinder authorities collaborating on sustainable procurement initiative sponsored by SECE. • Joint procurement work being developed under the broad heading of the “built environment” which will bring savings to BCC and offer potential savings to partner District Councils 	<p>Procurement roadmap and business case for investment produced</p> <p>Prioritisation of 2008/09 procurement activity for Pathfinder authorities agreed by Procurement Board</p>	<p>April 2008</p> <p>March 2008</p>	£50,000

	Progress to date	Milestones	Timescale	Estimated costs
5.	Joint Working – Waste Lead CE – Alan Goodrum working with Joint Waste Committee Project manager – Martin Dickman (BCC) <ul style="list-style-type: none"> Waste pathfinder officer group established meeting fortnightly to manage the waste project process. Consultancy support use as required. A separate project Board established made of Pathfinder Councillors and lead officers. Three Councillor and Officer workshops held to consider the various different delivery models and options. 	Phase 1 report, will investigate a number of options of joint waste authority that will have differing levels of integration in terms of service, staffing, contracts and other resources. This phase will deliver an options report	March 2008	£35,000 for 2007/08
		Phase 2 report, the preferred option(s) from phase 1 will be further developed. A business case will provide a detailed cost benefit of the option(s).	October 2008	
		Phase 3 - the implementation phase of the project. Depending on the type of option selected, the length and complexity of this phase could vary significantly	March 2009	
	Joint Working - Demand led transport Lead CE – Alan Goodrum Project Manager – Oliver Asbury (BCC) <ul style="list-style-type: none"> Stakeholder workshop held on 31st October 2007 to begin the discussion on dial-a-ride services. Various improvement opportunities identified. Report delivered from consultants detailing considerations regarding the future operational models, funding arrangements and options for the future of concessionary fares. Partnership scheme proposed for integrated contact and administration of concessionary fares. Future work recommended with the PCT to explore options in delivery of community transport . 	Implement JIB recommendation for concessionary fares.	April 2008	£28,000
		Continue investigation of options for delivery of community transport.	April 2008	

	Progress to date	Milestones	Timescale	Estimated costs
	<p>Joint Working - Support Services Lead CE – Chris Williams Project Manager – Ian Trenholm</p> <ul style="list-style-type: none"> • South East Centre of Excellence (SECE) Funding was secured for whole project and SECE Programme Manager supporting the project. • Data gathering completed and Professional groups are contributing to and providing assurance for the data collection. 	<p>Final Business case production phase to commence in December.</p> <p><u>Phase 2 and 3</u> Phase 2 of this project will run during 2008, exact timetable will depend on the outcome of Phase 1 of this project</p> <p>Phase 3 will be a live running stage which is currently expected to run from March 2009 (but is again dependent on the conclusions reached at phase 1)</p>	Dependent on outcome of Phase 1	£200,000
	<p>Joint Working - Customer service Lead CE – Andrew Grant Project Manager – Lesley Yates</p> <ul style="list-style-type: none"> • Research completed of best practice from other councils and visits to Bucks Councils customer service facilities • The BCC Change Support Team have delivered a “High Level Report” analysing customer demand and customer metrics across Buckinghamshire. The report highlighted areas of commonality, principles of good practice, identified gaps and made general observations and recommendations on some priorities for improvement. • Visioning workshops have been completed in October and November and have delivered a ‘one touch’ vision for integrated customer services in Bucks, areas of quick wins and action plan for the project area. 	<p>Report outline customer service options to JIB in February with final recommendations in April 2008.</p> <p>Implementation starts subject to approval.</p>	<p>April 2008</p> <p>April 2008</p>	<p>£32,000</p>

	Progress to date	Milestones	Timescale	Estimated costs
	<ul style="list-style-type: none">• Analysis of costs, savings and options for delivery being developed for outline reporting to February JIB and detailed proposal for April JIB as per project timetable.• Councillor sounding board being developed.			

Pathfinder Pooled Budget Report as at November '07

	Original Estimate 2007-08 £	Agreed Budget 2007-08 £	Revised Forecast 2007-08 £	Spend to Date 2007-08 £	Comments	Estimate 2008-09
PROGRAMME MANAGEMENT						
Salary (including 'on-costs')	126,000	126,000	125,721	50,512	2008/09 estimate includes 12months project support	138,981
Recruitment and Advertising	36,000	36,000	43,013	43,013		
Running Costs	38,000	20,000	20,000	1,770		22,000
Sub Total Programme Management	200,000	182,000	188,734	95,295		160,981
WORK STREAM PUMP PRIMING						
Communications	20,500	20,500	20,500	7,315	£12,995k approved 26 July, remainder approved 14 September	
Community engagement	10,000	10,000	10,000		awaiting further report before funding allocated	
Procurement	50,000	50,000	50,000			
Customer service						
Waste	35,000	35,000	35,000			33,000
Demand Led Transport:						
Dial a Ride	10,000	10,350	10,350			
Concessionary Fares	18,000	18,000	18,000			
Sub Total Pump Priming Costs	143,500	143,850	143,850	7,315		33,000
Total	343,500	325,850	332,584	102,610		193,981

Total Pathfinder Pooled Budget	400,000
Available Funding	67,416

Support Services	200,000	200,000	200,000		Capacity building funding
Customer Services	32,000	74,700	74,700	5,000	
Change management	50,500	50,500	50,500		
Total capacity building funding	282,500	325,200	325,200		

Pathfinder for Enhanced Two Tier Working Work streams and Projects

**Work
Streams &
Lead
Chief
Executive**



← **Key areas of work** →
Projects

