

Report for:	Shadow Executive
Meeting Date:	15 October 2019

Title of Report:	Buckinghamshire Unitary Council Programme Update
Shadow Portfolio Holder	Councillor Martin Tett
Responsible Officer	Rachael Shimmin, Interim Head of Paid Service, Chief Executive Buckinghamshire Council, Chief Executive Buckinghamshire County Council
Report Author Officer Contact:	Roger Goodes, Programme Manager 01296 674486; rgoodes@buckscc.gov.uk
Recommendations:	That the update is noted
Corporate Implications:	n/a
Options: (If any)	n/a
Reason:	This report provides an update on the progress made with the programme to establish the new unitary council for Buckinghamshire.

1. Purpose of Report

- 1.1 This report provides an update on the progress made with the programme to establish the new unitary council for Buckinghamshire.

2. Executive Summary

- 2.1 The Leader has appointed Portfolio Holders from within the Shadow Executive. These interim arrangements cover 10 areas. They will primarily focus on the work to build the budget for the new council.
- 2.2 Overview and Scrutiny met on 30th September to agree their work programme which will focus on the budget and implementation plan.
- 2.3 The PMO have been working to finalise the list of 'must haves' for Day One. There are currently 128 'must haves' across the programme with a number of associated critical milestones. The Implementation Plan has been updated with this information.
- 2.4 The Corporate Management Team recruitment (Tier 2) has concluded, with the final interviews held on the 10th and 11th October. Confirmation of who the Senior Appointments Committee has decided to appoint will be made public shortly. The

recruitment of Tier 3 managers will begin at the end of this month.

- 2.5 The Chief Executive for the new council has now extended her Corporate Management Team to include the interim Chief Executives of the District Councils. This group allows significant BAU items to be discussed, whilst allowing the Chief Executives Implementation Group to focus on transition items. This is helping to manage the issues from senior staff leaving the existing councils. In addition the interim Chief Executives and the relevant s151 officers from the District Councils are now also attending the budget board led by the Chief Executive for the new council.
- 2.6 Following a number of engagement events including residents, members and staff a preferred brand for the new council has been identified and will go forward for a final decision by the Shadow Executive at its meeting in October.
- 2.7 There are on-going regular communications, with a particular focus on members, staff, employee representatives, trade unions, town and parish councils and key partners. The consultations on the Council Tax Reduction scheme and Community Boards ended recently. A consultation on priorities for the new council together with the new council's budget will run during October and November.

3. Content of Report

Shadow Executive

- 3.1 At the Shadow Executive meeting on the 10th September, the Executive agreed the following: Shadow Executive Portfolio Holders; a Pay Policy Statement; a decision on the Chiltern Lifestyle Centre; the establishment of a shadow Bucks Growth Board and to defer to the new Council a decision on a new car park in Gerrard's Cross.
- 3.2 At the same meeting the Executive agreed the appointments to the Independent Remuneration Panel to set a scheme of members' allowances for the new Council.
- 3.3 The Shadow Executive Portfolios which are just for the transition period are listed below:

Shadow Portfolio	Scope	Shadow Portfolio Holder	Deputy Portfolio Holder
Leader	<ul style="list-style-type: none"> • Economic Development • Strategic infrastructure • Localism • Policy, Comms & Dem Services 	Martin Tett	Steve Bowles
Deputy Leader & Resources	<ul style="list-style-type: none"> • Customer & Digital • IT • Finance, including Revs & Bens • HR • Property & Assets 	Katrina Wood	John Chilver
Health & Culture	<ul style="list-style-type: none"> • Culture • Sport & Leisure • Health Partnerships • Public Health 	Gareth Williams	Patrick Hogan

Shadow Portfolio	Scope	Shadow Portfolio Holder	Deputy Portfolio Holder
Adult Social Care	<ul style="list-style-type: none"> • Safeguarding Older People • Mental Health • Physical Disability • Learning Disability 	Angela Macpherson	David Martin
Children	<ul style="list-style-type: none"> • Safeguarding • Fostering & Adoption • Children with Disabilities • Children in Need • Early Help • Youth Provision 	Warren Whyte	Liz Walsh
Education	<ul style="list-style-type: none"> • Education Improvement • Adult Learning & Skills • SEND • Early Years 	Anita Cranmer	Tony Green
Communities	<ul style="list-style-type: none"> • Housing & Regulatory services • Homelessness • Trading Standards • Licencing • Registrars & Coroners • Voluntary & Community Sector 	Isobel Darby	Dev Dhillon
Transport	<ul style="list-style-type: none"> • Highways • Integrated Transport • Parking • Strategic Flood Management • Rights of Way 	Mark Shaw	Steve Broadbent
Planning	<ul style="list-style-type: none"> • Strategic Planning • Development Management • Affordable Housing delivery • Town Centre Regeneration 	Nick Naylor	Clive Harriss
Environment	<ul style="list-style-type: none"> • Environmental policy & Climate Change • Energy & Resources • NEP • Waste 	Bill Chapple	Fred Wilson

3.4 At their meeting on 8th October Members agreed an Interim Civil Contingencies Policy, proposals for Council & Community Access Points across the county which will be in operation from 1st April 2020, an update to the Implementation Plan and confirmed the position on the Waste Procurement contract currently being progressed by Chiltern, South Bucks and Wycombe District Councils.

Overview & Scrutiny

- 3.5 The Overview & Scrutiny committee met on 30th September and discussed Council & Community Access Points, the Customer Strategy – Model for Day One, the Committee Task and Finish Group Work Programme and the Shadow Executive Forward Plan.
- 3.6 The Implementation Task and Finish Group met on 24th September with the Programme Management Office to review the Implementation Plan including the critical 'must haves'.
- 3.7 Overview and Scrutiny next meet on 24th October. At this meeting they will consider the Organisational Development Strategy for the new council, including a focus on culture and values, the development of an equalities policy and an update from the Implementation task and finish group.

Programme Boards Update

- 3.8 The Resources, Communities and Housing Growth & Economy programmes are all currently reporting as amber, the same position as last month.
- 3.9 This reflects the ongoing work to finalise plans for the critical work required for day one and the finalisation of solutions and proposals for how the new council will operate.
- 3.10 This position is being kept under review and at this moment nothing has been identified which it is felt poses a risk to the overall programme.
- 3.11 Across the programme, workstreams have identified a total of 128 critical 'must haves' which need to be delivered by 1st April 2020. These are listed in the revised Implementation Plan which is available on the Shadow Authority website.
- 3.12 Within the programme monitoring referenced above the progress of each of these is reviewed. Currently none of the 'must haves' are reported as 'Red', whilst 25 are 'Amber', 98 are 'Green' and 5 have been completed. Of those reported as 'Amber' none have been identified at this time as a risk to the overall programme delivery. Two main issues underpin the ratings one is slight slippage in delivery dates and the other is the finalisation of plans and final solutions for the work.
- 3.13 The list of critical 'must haves' are under constant review and it is expected the number will change as work develops and further critical work is identified or it is decided previous requirements have changed and a 'must have' is no longer required. A change control process is in place to ensure any changes to the list of 'must haves' is reviewed by both the Programme Management Office and Programme Boards. A number of change requests have been raised and are under currently review.

Organisational Structure

- 3.14 The Corporate Management Team recruitment (Tier 2) has concluded with the final interviews held on 10th and 11th October 2019. Confirmation of who the Senior Appointments Committee has decided to appoint will be made public shortly. The recruitment of Tier 3 managers will begin at the end of this month.

- 3.15 The recruitment for managers at the next level (those people who report to members of the Corporate Management Team) will begin at the end of October after the new Corporate Management Team have reviewed the draft structure. These posts will be appointed no later than mid-December 2019.

4. Communications Plan

- 4.1 A broad programme of communications continues targeting all of our key stakeholders, including staff members, town and parish councils and strategic partners.
- 4.2 Planning work is now underway on the detailed communications plan in the run up to 1st April 2020. A big focus of this will be on making sure residents know how to contact the new council and to publicise any changes to how services will be delivered. This will be accompanied by a training programme for officers and a detailed engagement programme for members.
- 4.3 A programme workshop took place on 12th September, bringing together senior staff from across all 5 councils. The agenda covered the new Chief Executive's aspirations for the new authority, customer empathy, mapping as part of the customer and digital workstream and a session focussing on the localism programme.

5. Conclusion

- 5.1 With just six months to go until the new council comes into existence, there remains a considerable amount of work still to be delivered. However we are now starting to deliver some key elements of the programme, for example the new corporate management team and a new identity for the council.
- 5.2 With the robust plans we have in place, together with the strong governance arrangements we remain confident we will deliver the critical activity required to ensure the new council is successfully established on 1st April 2020.

Background Papers	None
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