

LOCAL GOVERNMENT REFORM PROGRAMME

MONTHLY PROGRAMME PROGRESS REPORT

MANAGEMENT SUMMARY

MONTH: FEBRUARY, 2010

ISSUED: 18 FEBRUARY, 2010

## SECTION 1: MANAGEMENT SUMMARY PROGRESS

ID	Programme High Level Milestones	Owner	Original Date	Due Date	Status
1	<a href="#">Statutory Formation of Transition Committees in place</a>	DOE Leg Team	Jan-10	Jul-10	* RP - Amber
2	<a href="#">Final decision on boundaries - Local Government (Boundaries) Order (NI) 2010</a>	DOE Leg Team	Oct-09	Mar-10	RP - Amber
3	<a href="#">Finalise functions to be transferred</a>	PDP C	Oct-09	Oct-09	P - Green
4	<a href="#">Local Government (Miscellaneous Provisions) Bill comes into force</a>	DOE Leg Team	Dec-09	Mar-10	RP - Amber
5	<a href="#">Development of Customer Focused Approach to Service Delivery</a>	RTCG	TBC	TBC	TBC
6	<a href="#">Introduction of the Local Government (Reorganisation) Bill</a>	DOE Leg Team	Mar-11	May-10	P - Amber
7	<a href="#">Local Government (Reorganisation) Bill comes into force</a>	DOE Leg Team	Mar-11	Mar-11	P - Green
8	<a href="#">Top Management Team In Place for All Councils</a>	LGRJF	Apr-11	Apr-11	P - Green
9	<a href="#">Finance and Estates Implementation of Policy</a>	Structural Reform Team	May-11	May-11	P - Green
10	<a href="#">Legislation on functions to be transferred</a>	Trans Functions Leg Team	May-11	May-11	P - Green
11	<a href="#">Staff Transfer Structure, Plan and arrangements agreed for all Councils</a>	LGRJF	May-11	May-11	P - Green
12	<a href="#">New Councils formally take office</a>		May-11	May-11	**P - Green

Green

Amber

Red

**Key:** **P** - *Plan in place*      **RP**- *Recovery Plan in place*      **NP**- *No Plan in place to meet Due Date*      - *On target*      -  
*Uncertainty*      - *Behind Target*

#### General Commentary on progress this period

- \* **Milestone 1** (*Statutory Formation of Transition Committees in place*) is dependent upon the completion of Milestone 4 (*Local Government (Miscellaneous Provisions) Bill comes into force*)
- \*\* **Milestone 12** (*New Councils formally take office*) is dependent on a decision on Boundaries and the Legislative programme.
- **Milestone 2** (*Final decision on boundaries - Local Government (Boundaries) Order (NI) 2010*) is subject to Executive agreement, the Order will be laid in the Assembly in March 2010
- **Milestone 4** (*Local Government (Miscellaneous Provisions) Bill comes into force*) will have completed its Assembly Stages by the end of February 2010 and is expected to receive Royal Assent in March 2010.
- **Milestone 5** (*Development of Customer Focused Approach to Service Delivery*) will first be considered at the Regional transition Co-ordinating Group on 4 March 2010. Action to follow and dates are to be confirmed.
- **Milestone 6** (*Introduction of the Local Government (Reorganisation) Bill*) is awaiting Executive endorsement of policy proposals and approval to consult.
- **Milestone 10** (*Legislation on functions to be transferred*) covers several pieces of Legislation, namely the Planning Reform Bill, the Urban Regeneration and Housing Bill and the Local Government (Transfer of Road Functions) Bill.

#### SECTION 2: PANEL AND TRANSITION COMMITTEE SUMMARY

Panel/Transition Committee actions completed this period (Detail in Section 3)	Total	Planned	Overdue	Complete
<b>Transition Committees</b>				
Antrim; Newtownabbey	26	22	2	2
Ards; North Down	26	22	2	2
Armagh; Banbridge; Craigavon	26	22	1	3
Ballymena; Carrickfergus; Larne	26	22	1	3
Ballymoney; Coleraine; Limavady; Moyle	26	22	2	2
Belfast	26	21	0	5
Castlereagh; Lisburn	26	22	2	2
Cookstown; Dungannon and South Tyrone; Magherafelt	26	22	2	2
Derry; Strabane	26	22	2	2
Down; Newry and Mourne	26	22	2	2
Fermanagh; Omagh	26	22	2	2
<b>Panels</b>				
Panel A	7	3	0	4
Panel B	6	2	0	4
Panel C	10	1	1	8

### General Commentary on progress this period

#### Transition Committees;

- Completed – all Transition Committees (TCs) have completed Action 1 (*Short Term Implementation Plan*) and Action 4 (*Communication – Strategy and Action Plan created*)
- Overdue – mainly relates to Action 7 (*Establish Winding-Up arrangements*) and Action 12 (*Community Planning Activity*). Most TCs have been classed as Overdue on these Actions. TCs have commented that they are awaiting guidance from the centre on Action 12

*(Community Planning Activity).*

- Planned – the majority of tasks have been rated as Planned, as these are currently within the target date for completion. This covers a range of circumstances including work in progress towards the date, and those tasks which are at an early stage or have not yet begun. Many of the tasks in the Planned category have target dates in the upcoming months

**Policy Development Panels;**

- Completed - the majority of Panel actions are now complete.
- Planned - Panel actions classed as Planned include some for which the Plan date has been adjusted.

**It is recognised that revised dates and guidance is required to progress actions**

## SECTION 3: COMMUNICATIONS UPDATE

Meetings and Communications this Period	Date
Regional Transition Co-ordinating Group Key Outcomes Issued	10/02/2010
Regional Transition Co-ordinating Group Minutes Issued	16/02/2010
Local Government Reform Weekly Communications Update (Up coming)	15/02/2010, 22/02/2010, 01/02/2010, 08/02/2010
Regional Transition Co-ordinating Group Meeting (Up coming)	04/03/2010
Strategic Leadership Board Meeting (Up coming)	14/04/2010

## SECTION 4: ACTIONS COMPLETING SUMMARY

Completing this period	Completing next period
Implementation of new reporting process (February 2010)	Local Government (Miscellaneous Provisions) Bill comes into force (March 2010)
	Final decision on boundaries - Local Government (Boundaries) Order (NI) 2010 (March 2010)

## SECTION 5: REFORM PROGRAMME ISSUES

The following issues represent the emerging major issues. The complete Issues Log is maintained by the PMO.

ID	Author	Description	Potential Resolution	Owner	Status (Logged, In progress, Closed)	Date identified	Last update
1	Transition Committees	Legislation delay is impeding ability to undertake convergence/transition work	Immediate progression of legislative timetable at Executive & Assembly level	Minister/ Executive	Logged	9/2/10	9/2/10
2	Transition Committees	Delay of convergence work due to final decision on boundaries	Executive decision on boundaries legislation	Executive	Logged	9/2/10	9/2/10
3	Transition Committees	Delay to local transition arrangements due to uncertainty on May 2011 date	Confirmation of May 2011 implementation date	Minister/ Executive	Logged	9/2/10	9/2/10
4	Transition	Impact on Transition	Passing of the	Assembly	Logged	9/2/10	9/2/10

	Committees	Committee decision-making due to delay in bringing into effect statutory status	Miscellaneous Provisions Bill				
5	Transition Committees	Delay in ability to progress recruitment process for Chief Executives and senior management teams	Direction/guidance from the centre	Central Government	Logged	9/2/10	9/2/10
6	Transition Committees	Design of new Council structures, service delivery arrangements and winding-up programmes is impeded by lack of clarity on transferring functions	Direction/guidance from the centre	Central Government	Logged	9/2/10	9/2/10
7	Transition Committees	Local programme planning being disrupted due to unrealistic plan dates/milestones from the centre	Revision of programme plan & milestones	DOE	Logged	9/2/10	9/2/10
8	Transition Committees	Delay of local capacity building progress due to absence of information/	Guidance on implementing programme	PDP C	Logged	9/2/10	9/2/10

		guidance/ funding on Capacity Building Programme					
9	Transition Committees	Unable to progress with transfer of staff due to guidance not being published yet	Recommendation on an agreed way forward	Local Government Reform Joint Forum	Logged	9/2/10	9/2/10
10	Transition Committees	Delay in IS/ICT strategy due to absence of information/guidance e.g. decision on Network NI	Guidance/decisions issued from centre	Central Government	Logged	9/2/10	9/2/10

## SECTION 6: REFORM PROGRAMME RISKS

The following risks represent the emerging major risks. The complete Risk Log is maintained by the PMO.

ID	Risk Description	Probability (1-5)	Impact (1 -5)	Risk Rating	Category	Owner	Counter Measures
1	Failure to complete programme by May 2011	3	N/A	N/A	Political	Executive & SLB	Political decision made on implementation; robust programme management including milestones
2	Insufficient funding to deliver programme.	4	5	20	Financial	Minister & DOE	Ensure availability of sufficient funding
3	Delay of convergence and harmonisation work due to absence of final decision on boundaries	4	5	20	Political	Executive	Executive decision on Boundaries Legislation
4	Lack of staff involvement in change activities/initiatives due to uncertainty over the programme	4	3	12	Operational	Local Government	Information to and engagement of staff; preparation for change training as appropriate

5	Failure to appoint/delay in appointing Chief Executives & senior management teams	3	3	9	Operational	Central Government	Guidance issued from Central Government
6	Failure to integrate transferring functions into new Councils	2	2	4	Operational	Central & Local government	Guidance from the centre on supporting integration; proactive engagement between councils and transferring functions.
7	Failure of or adverse affect on service delivery during and post implementation	2	1	2	Operational	Local Government	Put appropriate plans, governance, programme management and support structures in place to ensure service continuity; agreement on post-implementation services
8	Work of Panels adversely affected by lack of availability of elected members or lack of availability/continuity of project team personnel	3	3	9	Operational	Panel A & B	Sufficient notice (where possible) of input required. Reasonable efforts to accommodate elected members.
9	Work of Panels	2	3	6	Operational	Panel A & B	Management of interpersonal

	adversely affected by lack of effective relationships (with Joint Secretariat and elected representatives						relationships
10	Panel C unable to make recommendations to SLB on the transfer of funding from central government	1	3	3	Operational	Panel C	Work with DFP to identify pros and cons related to methods for transferring funding from central government