

PLANNING AND PROGRAMME MANAGEMENT PAPER

Agenda Item: 12

Summary: This paper presents recommendations made by PA Consulting on Local Government Reform Programme planning and programme management, including reporting templates, following consultation with stakeholders

Action Required: To consider and agree

BACKGROUND

1. PA Consulting was commissioned by the DOE and NILGA in June 2009 to act as a Strategic Adviser to further develop and deliver Local Government Reform Programme planning and programme management, including the specification and implementation of an associated Programme management system.
2. Following an extensive consultation period with DOE, NILGA, SLB members, Policy Development Panels and Transition Committees, PA have prepared some recommendations on programme management and planning for the local government reform programme (Annex A), and have produced programme reporting templates (Annex B, C and D). These are being presented today for the consideration and approval of members.

DETAIL

3. Throughout the Review period PA Consulting conducted a range of consultations with key stakeholders in the RPA Programme, including members of the Strategic Leadership Board, Panels and Transition Committees. To accommodate the large number of stakeholders, Transition Committees were consulted with collectively and provided the option for individual consultation if desired.

4. Key aspects of the consultation with Transition Committees included:
 - Circulation of a questionnaire aimed at Transition Committees on 29 August 2009;
 - Invitation to all Transition Committees to attend a workshop on Planning and Programme Management on 10 August; and
 - Circulation of draft templates to all stakeholders including Transition Committees on Monday 21 September.
 - Invitation to all Transition Committee to attend a workshop on the draft templates and wider Programme Management on 8 October 2009.

5. Feedback from the 8 October 2009 workshop was very positive: face to face explanations on how the templates will work addressed initial concerns that council officers and members had around the complexity of the templates and the burden that their completion will place on councils.

6. At the request of councils DOE and NILGA are investigating ways to provide Transition Committees and Transition Management Teams with training and support in completing the new templates and embedding the culture into the Transition Committees.

7. Consideration is being given to the inclusion of legislation and transfer of functions progress in the proposed reporting mechanism.

RECOMMENDATION

8. That members consider the recommendations made by PA Consulting and agree the programme reporting templates.

Joint Secretariat

October 2009