

LOCAL GOVERNMENT REFORM IMPLEMENTATION FRAMEWORK

Agenda Item: 7

Summary: The table overleaf provides members with an updated version of the Local Government Implementation Framework.

Action Required: To note the contents of the Implementation Framework

BACKGROUND

1. The local Government Reform Implementation Framework highlights the key policy/strategic priorities and milestones in the reform programme.
2. The Framework is very much a living document, which will continue to be updated and presented at each SLB meeting.

DETAIL

3. Please see below a summary of the changes from the version of the document presented to the last SLB meeting:-
 - The timetable of phase 1 of the Local Government Service Delivery Options report has been updated to reflect the latest position; and
 - The milestones of the Transition Committees and Transition Management Teams activities have been added to the 'Councils' section of the framework.

RECOMMENDATION

4. That members note the contents of the Implementation Framework.

LOCAL GOVERNMENT REFORM IMPLEMENTATION FRAMEWORK

Local Government Reform Programme, 2009 (Quarter 2)

	April 2009	May 2009	June 2009
Main Programme	<p>(6th) Consultation on Statutory Transition Committees opens</p> <p>(6th) Consultation on Councillors Severance Scheme opens</p> <p>(10th) SLB Meeting</p> <p>Agreement of HR Working Group remaining policy programme</p> <p>Establish Local Government Human Resources Co-ordination Group</p> <p>Local Government (Finance) Bill - Preparations for instructions to OLC and legislation drafting</p> <p>Local Government (Contracts) Bill legislation finalisation (including clearance with the Minister) – 1st month</p>	<p>(8th) Local Government Service Delivery Options (Phase 1) draft report issued to DOE</p> <p>(20th) Local Government Service Delivery Options (Phase 1) draft report re-issued to DOE</p> <p>(22nd) SLB Meeting</p> <p>(27th) PDP C receives Phase 1 of the Local Government Service Delivery Options draft report</p> <p>(31st) Consultation on Statutory Transition Committees closes</p> <p>(31st) Consultation on Councillors Severance Scheme closes</p> <p>Local Government (Reorganisation) Bill policy consultation clearance (with Departments, Committees and Executive)</p> <p>Local Government (Finance) Bill - Preparations for instructions to OLC</p>	<p>(22nd) Phase 1 of the Local Government Service Delivery Options report - PDP C meet to formally agree recommendations to go to SLB</p> <p>(26th) Local Government Service Delivery Options (Phase 1) draft report issued to SLB</p> <p>(30th) Local Government Boundaries Commissioner final report</p> <p>Consultation on Local Government (Reorganisation) Bill starts</p> <p>Local Government (Contracts) Bill: clearance and pre-introductory briefing (with Executive Committee) and introduction of the Bill to the Assembly</p> <p>Local Government (Finance) Bill – legislation clearance with the Executive</p>

	April 2009	May 2009	June 2009
		<p>complete and legislation drafting finish</p> <p>Local Government (Contracts) Bill legislation finalisation (including clearance with the Minister) – 2nd and final month</p>	
Panels/Groups	<p>(30th) RTCG Meeting</p> <p>Panel A: Development of programme of activities to support Community Planning (continued)</p> <p>Panel A: Development of Concordat to underpin formalisation of central/local government relations</p> <p>Panel B: Development of a Procurement Strategy for Councils (continued)</p> <p>Panel B: Finalisation of Service Delivery and Performance Improvement framework proposals</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (continued)</p> <p>Panel C: Identification of further policy and implementation</p>	<p>Panel A: Development of programme of activities to support Community Planning (continued)</p> <p>Panel A: Development of Concordat to underpin formalisation of central/local government relations (continued)</p> <p>Panel B: Agreement of the transition IS Strategy</p> <p>Panel B: Development of a Procurement Strategy for Councils (continued)</p> <p>Panel B: Network NI – agreement of implementation pilots for councils</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (continued)</p> <p>Panel C: Identification of further</p>	<p>Panel A: Development of programme of activities to support Community Planning (final month)</p> <p>Panel A: Development of Concordat to underpin formalisation of central/local government relations (continued)</p> <p>Panel B: Finalisation of a Procurement Strategy for Councils (last month)</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (continued)</p> <p>Panel C: Identification of further policy and implementation proposals for Finance/Estates work strand (final month)</p> <p>Panel C: Completion of identification of further policy and</p>

	April 2009	May 2009	June 2009
	<p>proposals for Finance/Estates work strand (continued)</p>	<p>policy and implementation proposals for Finance/Estates work strand (continued)</p> <p>Panel C (HR): Draft System for filling senior posts in new council structures finalised and considered by the Staff Commission</p> <p>Panel C (HR): Draft job descriptions and person specifications for Chief Executives, Senior HR and Finance posts finalised</p>	<p>implementation proposals for Finance/Estates work strand</p> <p>Panel C (HR): Identify 'at risk' groups and consider potential severance terms in order to establish potential quantum</p> <p>Panel C (HR): Estimate costs of Severance Scheme/Compensation Arrangements prepared</p> <p>Panel C (HR): Consultation on Vacancy Controls System guidance with Trade Unions through the Local Government Reform Joint Forum</p> <p>Panel C (HR): Consultation on Staff Transfer Scheme and Guidance with Trade Unions through the Local Government Reform Joint Forum</p> <p>Panel C (HR): Draft job descriptions and person specifications for Chief Executives, Senior HR and Finance posts considered by PDP C, SLB and RTCG</p> <p>Panel C (HR): Location, relocation and expenses: further policy</p>

	April 2009	May 2009	June 2009
			<p>development required</p> <p>Panel C (HR): Consultation with Trade Unions on location, relocation and expenses through the Local Government Reform Joint Forum</p> <p>Panel C (HR): Further policy development on Civil service Pension Issues and consultation with Trade Unions through the Local Government Reform Joint Forum</p>
Councils	Development of short-term Implementation Plan: agreed short-term vision and associated aims and objectives	Development of short-term Implementation Plan: agreed short-term vision and associated aims and objectives	Development of short-term Implementation Plan: agreed short-term vision and associated aims and objectives
Communications			<p>FAQs on Staffing and Reform Programme issue</p> <p>Local Government Reform Communications Group established</p> <p>Media communications on Local Government (Reorganisation) Bill consultation</p> <p>Media communications on Boundaries Commissioner report</p>

Local Government Reform Programme, 2009 (Quarter 3)

	July 2009	August 2009	September 2009
Main Programme	<p>(3rd) SLB Meeting</p> <p>Consultation on Local Government (Reorganisation) Bill (2nd month)</p> <p>Local Government (Finance) Bill issued for consultation</p> <p>(3rd) Phase 1 of the Local Government Service Delivery Options report presented to SLB</p> <p>Consultation on draft Model Transfer Scheme (LGSC)</p> <p>(Assembly in recess)</p>	<p>Consultation on Local Government (Reorganisation) Bill (3rd month)</p> <p>Consultation on draft Model Transfer Scheme (LGSC)</p> <p>(Assembly in recess)</p>	<p>Consultation on Local Government (Reorganisation) Bill closes</p> <p>Local Government (Boundaries) Order (NI) 2009 Made</p>
Panels/Groups	<p>Panel A: Development of Concordat to underpin formalisation of central/local government relations (continued)</p> <p>Panel A: Finalisation of arrangements for community planning testing</p> <p>Panel B: Development of guidance to support Service Delivery & Performance</p>	<p>Panel A: concordat to underpin formalisation of central/local government relations developed</p> <p>Panel A: Finalisation of arrangements for community planning testing (continued)</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (continued)</p> <p>Panel B: Development of Customer</p>	<p>Panel A: Consideration of responses to consultation on policy proposals</p> <p>Panel A: Finalisation of arrangements for community planning testing (continued)</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (continued)</p> <p>Panel B: consider responses to</p>

	July 2009	August 2009	September 2009
	<p>Improvement (continued)</p> <p>Panel C (HR): Consultation on the draft System for filling senior posts in new council structures</p> <p>Panel C (HR): Consultation on draft job descriptions and person specifications for Chief Executives, Senior HR and Finance posts</p>	<p>Service and Shared Service Strategies</p> <p>Panel C: Further policy and implementation proposals for Finance/Estates work strand presented to SLB</p> <p>Panel C (HR): Consultation on the draft System for filling senior posts in new council structures (continued)</p> <p>Panel C (HR): Consultation on draft job descriptions and person specifications for Chief Executives, Senior HR and Finance posts (continued)</p>	<p>consultation on policy proposals</p> <p>Panel B: Development of Customer Service and Shared Service Strategies (continued)</p> <p>Panel C (HR): Business Case to the Minister for a central Severance Scheme including funding arrangements</p> <p>Panel C (HR): Consultation responses to Vacancy Controls System guidance considered by Staff Commission and Vacancy Controls Guidance Scheme implemented</p> <p>Panel C (HR): Staff Transfer Scheme Guidance for councils developed</p>
Councils	<p>Development of short-term Implementation Plan: agreed short-term vision and associated aims and objectives</p>	<p>Communication - Strategy and action plan in place</p> <p>Development of short-term Implementation Plan: agreed short-term vision and associated aims and objectives</p> <p>Establish Winding Up Arrangements (plan & process agreed; implementation commences)</p>	<p>Short-term Implementation Plan agreed: short-term vision and associated aims and objectives</p> <p>Establish Winding Up Arrangements (plan & process agreed; implementation commences)</p>
Communications			

Local Government Reform Programme, 2009 (Quarter 4)

	October 2009	November 2009	December 2009
Main Programme	<p>Local Government (Reorganisation) Bill policy finalisation following consultation</p> <p>Local Government (Finance) Bill consultation closes</p> <p>Local Government (Contracts) Bill: Royal Assent</p>	<p>(1st) Local Government (Contracts) Bill comes into force</p> <p>Local Government (Reorganisation) Bill policy memorandum and clearance</p> <p>Local Government (Finance) Bill: legislation finalisation following consultation (including clearance with Minister)</p>	<p>Local Government (Reorganisation) Bill: preparation of instructions to OLC and legislation drafting (1st month)</p> <p>Local Government (Finance) Bill: Clearance and Pre-introductory Briefing (with Executive Committee) starts</p>
Panels/Groups	<p>Panel A: Recommendations on amendments to policy following consultation submitted to SLB</p> <p>Panel A: Finalisation of arrangements for community planning testing (final month)</p> <p>Panel B: Development of guidance to support Service Delivery & Performance Improvement (final month)</p> <p>Panel B: Recommendations on amendments to policy following consultation presented to SLB</p> <p>Panel B: Finalisation of Customer Service and Shared Service</p>	<p>Panel A: Monitor community planning testing and address emerging issues</p>	<p>Panel A: Monitor community planning testing and address emerging issues (continued)</p> <p>Panel C (HR): System for filling senior posts in new council structures issued to Councils and Transition Committees</p> <p>Panel C (HR): Job descriptions and person specifications for Chief Executives, Senior HR and Finance posts issued to Councils and Transition Committees</p>

	October 2009	November 2009	December 2009
	<p>Strategies</p> <p>Panel C (HR): Severance Scheme: draft of process and criteria for availing of severance produced</p> <p>Panel C (HR): Final Draft Staff Transfer Scheme and Guidance issued to councils and Transition Committees for information</p>		
Councils	Establish Winding Up Arrangements (plan & process agreed; implementation commences)	<p>Statutory Transition Committees in place</p> <p>Establish Winding Up Arrangements (plan & process agreed; implementation commences)</p>	Establish Winding Up Arrangements (plan & process agreed; implementation commences)
Communications	Media communications regarding Community Planning pilots/trials	Media communications on Statutory Transition Committees	

Local Government Reform Programme, 2010 (Quarter 1)

	January 2010	February 2010	March 2010
Main Programme	Local Government (Reorganisation) Bill: preparation of instructions to OLC and legislation drafting (2 nd month) Local Government (Finance) Bill: Clearance and Pre-introductory Briefing (with Executive Committee) ends	Local Government (Reorganisation) Bill: preparation of instructions to OLC and legislation drafting (3 rd and final month) Local Government (Finance) Bill: introduction to Assembly and Second Stage	Local Government (Reorganisation) Bill: legislation finalisation (including clearance with the Minister) Local Government (Finance) Bill: Committee Stage (1 st month)
Panels/Groups	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued) Panel C (HR): Severance Scheme finalised and timing considered
Councils	Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Chief Executive recruited and appointed Establish Winding Up Arrangements (plan & process agreed; implementation commences)
Communications			

Local Government Reform Programme, 2010 (Quarter 2)

	April 2010	May 2010	June 2010
Main Programme	<p>Local Government (Reorganisation) Bill: clearance and pre-introductory briefing (with Executive Committee)</p> <p>Local Government (Finance) Bill: Committee Stage (2nd month)</p>	<p>Local Government (Reorganisation) Bill: introduction to Assembly and Second Stage</p> <p>Local Government (Finance) Bill: Committee Stage (3rd and final month)</p>	<p>(30th) District Electoral Area Commissioner Report</p> <p>Local Government (Reorganisation) Bill: Committee Stage (1st month)</p> <p>Local Government (Finance) Bill – Consideration Stage and further Consideration Stage</p>
Panels/Groups	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued)
Councils	Establish Winding Up Arrangements (plan & process agreed; implementation commences)	<p>Detailed inventory of assets, list of liabilities & associated legal and administrative issues</p> <p>HR and Finance Officers recruited and appointed</p> <p>Administrative Support for Senior Management Team recruited and appointed</p> <p>Establish Winding Up Arrangements (plan & process agreed; implementation commences)</p>	<p>Put detailed Financial management and accounting regime in place</p> <p>Establish Staff Structure</p> <p>Put Staff transfer arrangements in place, as per approved LGSC scheme, Civil Service transfer scheme and PSC Guiding Principles:</p> <ul style="list-style-type: none"> • Staff Transfer Plan; • Severance Scheme; • Staff Mapping; • System of Filling Posts in new structure (Selection Pools, Matching of Posts, etc.); • Staff location agreed.

	April 2010	May 2010	June 2010
			<p>Develop a Strategic Framework Plan of key priorities (policies and projects, incorporating service delivery and performance management) covering the first year of the new Council</p> <p>Establish Winding Up Arrangements (plan & process agreed; implementation commences)</p>
Communications			<p>Media communications regarding District Electoral Area Commissioner Report</p>

Local Government Reform Programme, 2010 (Quarter 3)

	July 2010	August 2010	September 2010
Main Programme	Local Government (Finance) Bill – Final Stage and Royal Assent (1 st month) (Assembly in recess)	(Assembly in recess)	Local Government (Reorganisation) Bill: Committee Stage (2 nd month) Local Government (Finance) Bill: Final Stage and Royal Assent (2 nd and final month)
Panels/Groups	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued)	Panel A: Monitor community planning testing and address emerging issues (continued)
Councils	Bank appointed Insurance provider appointed Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Corporate financial management systems in place Establish Winding Up Arrangements (plan & process agreed; implementation commences)
Communications			

Local Government Reform Programme, 2010 (Quarter 4)

	October 2010	November 2010	December 2010
Main Programme	(1 st) Local Government (Finance) Bill comes into force Local Government (Reorganisation) Bill: Committee Stage (3 rd month)	Local Government (Reorganisation) Bill: Committee Stage (4 th month)	Local Government (Reorganisation) Bill: Committee Stage (final month)
Panels/Groups	Panel A: Monitor community planning testing and address emerging issues (final month)	Panel A: Evaluate outcomes from community planning testing	Panel A: Evaluate outcomes from community planning testing (continuing – final month)
Councils	Cohesive IT Strategy and implementation plan developed Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Production of a new Service Delivery Plan and associated Performance Plan (integrating transferred and new functions) Customer Service Strategy for the new council in place Implementation Plan for administrative systems developed, with identified improvements and efficiencies Establish Winding Up Arrangements (plan & process agreed; implementation commences)	Estates Strategy including detailed inventory of property and costs produced Establish Winding Up Arrangements (plan & process agreed; implementation commences)
Communications			

Local Government Reform Programme, 2011 (Quarter 1)

	January 2011	February 2011	March 2011
Main Programme	Local Government (Reorganisation) Bill: Consideration Stage and Further Consideration Stage	Local Government (Reorganisation) Bill: Final Stage and Royal Assent (1 st month)	Local Government (Reorganisation) Bill: Final Stage and Royal Assent (2 nd and final month)
Panels/Groups			
Councils	Budget agreed Establish Winding Up Arrangements (plan & process agreed; implementation)	Short term budget plan (1-2 years) Rates set Estates and Accommodation transfer plan completed for implementation Assets and Liabilities transfer plan completed for implementation Establish Winding Up Arrangements (plan & process agreed; implementation)	Establish Winding Up Arrangements (plan & process agreed; implementation)
Communications			

Local Government Reform Programme, 2011 (Quarter 2)

	April 2011	May 2011	June 2011
Main Programme		(1 st) Local Government (Reorganisation) Bill comes into force (12 th) Local & Assembly Elections	
Panels/Groups			
Councils	Capacity Building Programme finalised Establish Winding Up Arrangements (plan & process agreed; implementation)	(16 th) New Councils formally take office All staff transfer arrangements completed: appointments, post allocations, location, etc. Implement Winding Up Arrangements	Residual Winding Up Arrangements
Communications			

Local Government Reform Programme, 2011 (Quarter 3)

	July 2011	August 2011	September 2011
Main Programme			
Panels/Groups			
Councils	Residual Winding Up Arrangements	Residual Winding Up Arrangements	Residual Winding Up Arrangements
Communications			

Local Government Reform Programme, 2011 (Quarter 4)

	October 2011	November 2011	December 2011
Main Programme			
Panels/Groups			
Councils	Residual Winding Up Arrangements	Winding Up arrangements - Residual activity to final completion	
Communications			