

21<sup>st</sup> July 2020

Agenda Item: 6

**REPORT OF THE GROUP MANAGER, TRANSFORMATION AND CHANGE,  
CHIEF EXECUTIVE'S DEPARTMENT****PROGRESS REPORT ON DELIVERY OF IMPROVEMENT AND CHANGE  
PROGRAMMES, PROJECTS AND SAVINGS****Purpose of the Report**

1. The purpose of this report is to:
  - provide an update, by exception, on departmental Improvement and Change Portfolios.
  - inform the Sub-Committee on the progress towards delivery of the Council's current savings and strategically significant programmes & projects.

**Information**

2. This update reports against the departmental Improvement and Change Portfolios contained within the Council's refreshed Departmental Strategies approved by Policy Committee in May 2019 with effect from end May 2020.
3. The report focuses upon the detail in the following appendices.
4. **Appendix A** provides an exception report relating to progress in delivering departmental Improvement and Change Portfolios as of end of Quarter 4 2019-2020.
5. **Appendix B** provides an exception report as at end May 2020, for savings projects and some other strategically significant projects by portfolio for the Children and Families, Place and Chief Executives Departments. This status report is produced on a monthly basis from individual project highlight reports.
6. **Appendix C** provides an exception report based on programme level status update for the Adult Social Care and Health Improving Lives Portfolio. This status report is produced on a monthly basis from individual project highlight reports.
7. **Appendices D - E** provide detailed change requests outlined in paragraph 15 below.
8. The overall financial position set out in the Programmes and Projects Status reports, including savings at risk and amendments to the profile of savings approved through formal change control, is contained within the body of the financial monitoring report that is regularly considered by the Finance and Major Contracts Management Committee. The financial monitoring report also provides a summary of the revenue budgets for each Committee for the current financial year.

**Overall Status of the Transformation and Change Portfolio**

9. **Appendix B (Children and Families, Place and Chief Executives Department) and Appendix C (Adult Social Care and Health)** to this report outline in detail the status of

individual programmes and projects; however due to the emergency response to COVID-19 outbreak, a significant number of programmes and projects have been placed on hold in order to allow the departments to work in a responsive manner and to deliver essential services that have emerged. This has also released essential resources to deliver the emergency outcomes for our citizens. Therefore these appendices outline the changes in status of the programmes and projects, but also indicate the last recorded status of them prior to being placed on hold, for reference. No projects are currently listed as 'At Risk' or 'Compromised'.

## **Overall Savings Position**

10. **Appendix B (Children and Families, Place and Chief Executives Department) and Appendix C (Adult Social Care and Health)** to this report outline in detail the delivery status of individual programmes and projects.
11. Across all portfolios the total savings target over the four years 2019/20-2022/23 is £24.2M.
12. The final position statement for financial year 2019/20 demonstrated that 29 projects with a savings value of £15.4M were completed with a further £0.6M of savings requesting write-off. Savings relating to these projects have been taken from the Medium Term Financial Strategy. A further 11 projects have commenced in 2020/21, which total a savings profile of £1.2M. Therefore the future savings total of £9.4M will be reported on from Quarter 1 of 2020/21 onwards.
13. The breakdown of projected savings delivery, by Portfolio across the four years 2019/20-2022/23 as at end May 2020 is as follows:
  - Adult Social Care & Health Portfolio - total savings target of £6.4M which projected to be over achieved by £0.5m.
  - Chief Executives Portfolio - total savings of £0.3M which are projected to be delivered as planned.
  - Children & Families Portfolio - total savings of £2.3M which are projected to be delivered as planned.
  - Place Portfolio - total savings of £1.4M which are projected to be delivered as planned.

## **Projects Requesting Change Requests or Write-offs**

14. The following projects have submitted for changes to their savings profiles, as follows:-
  - Appendix D – Change Request for Housing with Care
  - Appendix E – Change Request for Better Practice in Support Planning for Older Adults 65 yrs+

## **Other Options Considered**

15. None.

## **Reason/s for Recommendation/s**

16. To ensure opportunities for the effective and proportionate performance management of departmental Improvement and Change Portfolios and savings and strategically important Programmes and Projects.

17. To allow the Medium Term Financial Strategy to be amended to reflect revised delivery projections for existing, previously approved savings projects.

## **Statutory and Policy Implications**

18. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below. Appropriate consultation has been undertaken and advice sought on these issues as required.

## **Financial Implications**

19. The delivery of the programmes and projects set out in **Appendices B & C** is a key component of the Council's Medium Term Financial Strategy.

20. Across all portfolios the total savings target across the four years 2019/20-2022/23 is £24.2m.

## **RECOMMENDATION/S**

21. It is recommended that the Sub Committee:

- 1) considers the departmental Improvement and Change portfolio update and the quarterly projects and savings update and decides whether any other action is required.
- 2) Agrees the project change requests outlined in Appendix D and Appendix E.

**Sue Milburn**  
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## **Constitutional Comments (CH 08.06.2020)**

22. Improvement and Change Sub-Committee is the appropriate body to consider the content of this report.

## **Financial Comments (SS 12/06/2020)**

23. The report details savings totalling £24.2M which are expected to be delivered over the period 2019/20 to 2022/23.

## **Background Papers**

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

None

**Electoral Division(s) and Member(s) Affected:**

All