

WORKSTREAM/ACTIVITY	START	FINISH	STATUS	PRIORITY/ IMPACT	COMMENTARY
Committee Models	01/09/2014	30/01/2015	Complete	n/a	
Code of conduct	10/09/2012	24/03/2015	Complete	n/a	<ul style="list-style-type: none"> In place - training provided to elected members and further training in respect of planning element has been incorporated into the capacity bldg. programme.
Subordinate legislation	07/07/2014	01/04/2015	On Target	High	<ul style="list-style-type: none"> Draft response to Phase 2 consultation on secondary legislation brought to Shadow SP&R in Dec 14.
Scheme of Delegation	23/06/2014	03/03/2015	On Target	High	<ul style="list-style-type: none"> Draft proposals brought to Party briefings in December. No significant issues raised. Governance paper being brought to Shadow Planning for info - 22.1.15 and as part of overall governance paper to Shadow SP&R on 30.1.15
Committee TOR	01/11/2014	30/01/2015	On Target	High	
Committee Protocol	01/08/2014	30/01/2015	On Target	High	
Staff Transfer - HR	16/05/2014	31/03/2015	On Target	High	<ul style="list-style-type: none"> Names of transferring staff (40.5 FTEs, an increase of 1 FTE from previous proposal) confirmed w/beg 6th January.
Accommodation - Staff	06/06/2014	01/04/2015	On Target	High	<ul style="list-style-type: none"> Location confirmed as Cecil Ward Building Draft floor proposals in place and decant of 4th floor to begin late January; with structural work to follow and completion by 23.3.15 (<i>provisional dates subject to confirmation of decant schedule</i>)
Accommodation - Committee Room	24/09/2014	31/03/2015	On Target	High	<ul style="list-style-type: none"> Initial meeting with Facilities Mgt & Dem Services to discuss room requirements. Options identified and paper being prepared and initial costs indicate a procurement exercise will be req'd for ICT/AV equipment .
Development Management	13/01/2014	31/03/2015	On Target	High	<ul style="list-style-type: none"> Workshops have been held to review the end to end processes for DM and the key changes identified. Testing of processes will take place with planning staff and with access to the Portal in Jan & Feb. It has been agreed that we will run a pilot with the EPU team for the Pre-application and internal Consultees process.
Enforcement	16/07/2014	19/02/2015	On Target	High	<ul style="list-style-type: none"> The enforcement process has been reviewed and no changes are being proposed. Resources have been discussed with Clifford Mcllwaine. It has been confirmed that the transferring staff allocation will be sufficient to deal with the enforcement process as currently exists.
TPOs	16/05/2014	19/12/2014	Behind Schedule	Medium	<ul style="list-style-type: none"> Regular meetings between LPDU and DOE are taking place and the end-to-end process has been mapped . resource implications identified and discussions ongoing within P&L dept. regarding capacity to absorb Arborocultural function.
Local Development Plan & SCI	02/06/2014	30/04/2015	Behind Schedule	Medium	Paper presented to TNT on synergies with Community Planning
Shared/Specialist Services	01/11/2014	31/03/2015	Behind Schedule	Medium	<ul style="list-style-type: none"> The Minerals function will not now be delivered as a shared service and the resources will be allocated to the Council clusters with the greatest historic workloads. The Environmental Responsibilities have been proposed late in the transfer process as a 'shared service' arrangement e.g. one council manages the delivery of the service on behalf of the remaining councils (initially Mid-Antrim).
Data Transfer	01/09/2014	31/03/2015	Behind Schedule	Medium	<ul style="list-style-type: none"> DOE have approximated volume of files for Belfast area. Still some work to be done in relation to transferring areas. Unlikely to be completed pre-April 15 but it is not considered business critical as DOE have confirmed ongoing access to files if required by councils. DOE have indicated they will enter into detailed discussions in Jan 15 in relation to how records will transfer. BCC contract in place that can be used from 1st April. DOE have confirmed arrangements for transfer of back office shared databases

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ICT	11/12/2014	09/05/2015	Behind Schedule	High	<ul style="list-style-type: none"> • Connection to Portal established on BCC network • BCC have confirmed ongoing use of NI Direct for telephony.
Procurement/Contracts	26/05/2014	09/01/2015	Behind Schedule	Medium	<ul style="list-style-type: none"> • DOE have provided skeleton information on types of contacts - but no actual copies have been provided.
Finance - Budgets and Estimates (Management Accounts)	01/07/2014	16/02/2015	On Target	High	<ul style="list-style-type: none"> • Draft revenue budget has been developed - internal challenge process is ongoing • Draft financial proposal received from DOE in October and formal response submitted. • DOE have not responded formally to BCC response.
Capacity Building Members	16/05/2014	31/03/2015	On Target	High	<ul style="list-style-type: none"> • January- March 2015 programme developed for Shadow Planning Committee and parallel programme developed for other shadow council members to be delivered January-March 2015. • Study visit to Cardiff planned for February 15
Capacity Building - Development Industry	16/05/2014	12/02/2015	On Target	Medium	<ul style="list-style-type: none"> • Industry event being held February 2015
Capacity Building - Officers	16/05/2014	30/04/2015	Not yet due	Medium	<ul style="list-style-type: none"> • Site visits to take place in Jan & Feb with DOE staff (initial briefing by CX took place in Nov 14) • Skills audit of transferring staff to take place in Jan & Feb. to identify 'business critical' training needs • Parallel process to take place for BCC staff affected by transfer
Capacity Building - Public	02/06/2014	31/03/2015	On Target	High	<ul style="list-style-type: none"> • Council website holding page in place & ongoing articles in City Matters and Interlink • Comms activity to intensify closer to date of transfer e.g. City matters to be delivered at end of March confirming contact details for new office • DOE are retaining regional website with guidance and planning portal. BCC website will contain a 'bounce page' to this site so guidance on legislation for the public consistent
Organisational Development	01/09/2014	30/04/2015	On Target	High	<ul style="list-style-type: none"> • Recruitment of Director post underway • draft outline for interim Business Support resource in place