



Fit for the Future Transformation Portfolio

Governance

Transformation Portfolio Governance

- Fit for the Future is a portfolio of transformation activity over the next 4 years (2024-2027), ensuring that the Council can continue to operate within its financial means and deliver services that residents and businesses need.
- The following slides set out a structure for transformation that is intended to ensure good governance, with decisions at the lowest level possible and with oversight from Members and Officers at the highest level.
- The proposed structure incorporates existing groups and processes to ensure most effective use of resources and to capitalise on successful approaches to advice and decision-making already in place.

Transformation Portfolio Governance Structure



Transformation Governance Bodies

Governance Body	Purpose	Frequency
Scrutiny Committees	To review and challenge the decisions taken by the Council and its partners associated with the projects and programmes within the transformation portfolio, making evidence-based recommendations to improve services provided by the Council and partner organisations.	As needed
Senior Leadership Team	To be accountable for the delivery of the transformation portfolio and the achievement of its deliverables. Approve the initial portfolio and any substantial additions (or deletions) from it.	Monthly
Portfolio Steering Group	To oversee the successful delivery of programmes and projects within the portfolio, as informed and advised by Project Managers, Project Sponsors and the Project Management Office. To oversee the programme's change activity, providing corporate oversight, including effective and appropriate challenge and support and ensuring adequate and appropriate controls. Review the progress of initiatives and where possible resolve escalated issues and risks, promote a focus on delivery, and collaborative working.	Monthly
Programme Boards	To monitor progress and timelines at the individual programme and project level. Ensure the quality of programme and project delivery. Identify programme level risks and issues, mitigating where possible and escalating where required. Approve changes in the scope and budget of programmes and projects. Agree and action any decisions raised.	As needed
Project Boards	Agree the project deliverables and objectives and monitor the work of the project team. Own the benefits of the project and ensure that the project is on track to achieve them. Provide direction and management for the project and is responsible for the success of the project.	Monthly

Fit for the Future Portfolio

Stronger Council

Stronger Communities

Stronger Place

Shared Services and
Partnership Working

Digital Customer

Council Asset Plan

Future Workforce

Waste & Recycling Service
Development

Economic Growth
(including local plan
employment sites)

*Throughout March there will be Officer workshops to build on the emerging portfolio.

Fit for the Future Portfolio – Stronger Council Workstream

Shared Services and Partnership Working

Across North Essex with our partner Councils, we are collaborating to provide a platform for enhanced cooperation across North Essex, to achieve better outcomes for our residents and businesses, by working together rather than separately.

Within Shared Services, we will shape one service delivering to multiple councils with the objective of improving performance to customers, retaining specialisms in second tier Councils and attracting quality people with attractive challenging roles working across Councils efficiently.

Other examples of integrated and partnership working will also be reflected here, including our relationships with Health and the Integrated Care System, North Essex Economic Board and Essex county council.

Future Workforce

EFDC organisational design work will focus on the form of and skills within the organisation as the functions EFDC deliver begin to transform into new models of delivery such as shared services, partnership working, contractual relationships and other mixed economy of delivery types.

Fit for the Future Portfolio – Stronger Communities Workstream

Digital Customer

The alignment of customer strategy and digital investment to maximise the customer experience. This will include all contact methods ensuring that complex and urgent customer need is met as a priority and customer satisfaction is on an upwards trajectory.

Waste and Recycling Service Development

Provision of waste and recycling services following the end of the Biffa contract. Focus on the value add of insourcing a service that touches every household across the district. Work with Essex County Council as the strategic waste disposal authority and government as policy and legislative change approaches.

Fit for the Future Portfolio – Stronger Place Workstream

Economic Growth (including Local Plan employment sites)

Focus on the creation of skilled jobs for local people on sites that the Council has ownership or partnership influence. Inclusive of the Harlow and Gilston Garden Town, North Weald and other significant sites designated in the adopted Local Plan.

North Essex Economic Board

Maximising the opportunity to build on the employment, skills, and training agendas, in order to benefit residents, and the provision of business support, along with higher-level strategic infrastructure opportunities.

Aligning UK Shared Prosperity Funding to achieve greater benefits for the district.

Council Asset Programme

Leverage opportunities for EFDC assets to contribute to the financial stability, growth, and inward investment of our District.

Portfolio Management

Alignment of entire project portfolio, ensuring alignment with strategic objectives through selection, prioritisation and ongoing control

Programme Management

Combination of projects that have shared goals, aimed at optimising use of shared resource

Project Management

Tactical delivery of quality outcomes to a clear scope, cost, and timescale