

REPORT TO: CABINET

DATE: 25 NOVEMBER 2009

SUBJECT: BUILDING SCHOOLS FOR THE FUTURE: PROPOSED DELEGATION OF DECISION MAKING POWERS TO THE PROJECT BOARD

WARDS AFFECTED: ALL

REPORT OF: PETER MORGAN
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**EXEMPT/
CONFIDENTIAL:** NO

PURPOSE/SUMMARY:

To report on the governance arrangements for the Building Schools for the Future (BSF) programme to Cabinet and to seek approval for the delegation of decision making powers to the Project Board as detailed in this report.

REASON WHY DECISION REQUIRED:

Cabinet's decision is required to delegate decision making powers to another body. Partnerships for Schools (PfS) requires evidence of a speedy decision making process as part of the BSF programme.

RECOMMENDATION(S):

The Cabinet is recommended to:

- (i) note the governance arrangements for the BSF programme;
- (ii) approve the establishment of a Project Board to provide overall governance and responsibility for the BSF programme as detailed in this report;
- (iii) agree to delegation of powers to the Project Board as detailed in this report.

KEY DECISION: No.

FORWARD PLAN: Not appropriate.

IMPLEMENTATION DATE: Following the expiry of the "call-in" period for the Minutes of the Cabinet meeting.

ALTERNATIVE OPTIONS:

Not appropriate

IMPLICATIONS:**Budget/Policy Framework:** None.**Financial:** There are no financial implications directly associated with this report.

<u>CAPITAL EXPENDITURE</u>	2009/ 2010 £	2010/ 2011 £	2011/ 2012 £	2012/ 2013 £
Gross Increase in Capital Expenditure				
Funded by:				
Sefton Capital Resources				
Specific Capital Resources				
<u>REVENUE IMPLICATIONS</u>				
Gross Increase in Revenue Expenditure				
Funded by:				
Sefton Funded Resources				
Funded from External Resources				
Does the External Funding have an expiry date? Y/N	When?			
How will the service be funded post expiry?				

Legal: It is important that the Council makes proper provision for delegation of decisions in accordance with its constitution.**Risk Assessment:** If decision making powers are not delegated to the Project Board then the time frame for the BSF programme could be adversely affected.**Asset Management:** Not appropriate.**CONSULTATION UNDERTAKEN/VIEWS**

CORPORATE OBJECTIVE MONITORING:

<u>Corporate Objective</u>		<u>Positive Impact</u>	<u>Neutral Impact</u>	<u>Negative Impact</u>
1	Creating a Learning Community		✓	
2	Creating Safe Communities		✓	
3	Jobs and Prosperity		✓	
4	Improving Health and Well-Being		✓	
5	Environmental Sustainability		✓	
6	Creating Inclusive Communities		✓	
7	Improving the Quality of Council Services and Strengthening local Democracy		✓	
8	Children and Young People		✓	

LINKS TO ENSURING INTEGRATION:

Not applicable.

IMPACT UPON CHILDREN'S SERVICES TARGETS AND PRIORITIES:

Not applicable.

LIST OF BACKGROUND PAPERS RELIED UPON IN THE PREPARATION OF THIS REPORT

09/23 June 09 July - Overview and Scrutiny, Cabinet Member and Cabinet - Approval of the first Readiness to Deliver (RtD) Submission

20/27 October 2009 - Overview and Scrutiny/Cabinet - Approval to proceed with the statutory proposals required to advance BSF

BUILDING SCHOOLS FOR THE FUTURE: PROPOSED DELEGATION OF DECISION MAKING POWERS TO THE PROJECT BOARD

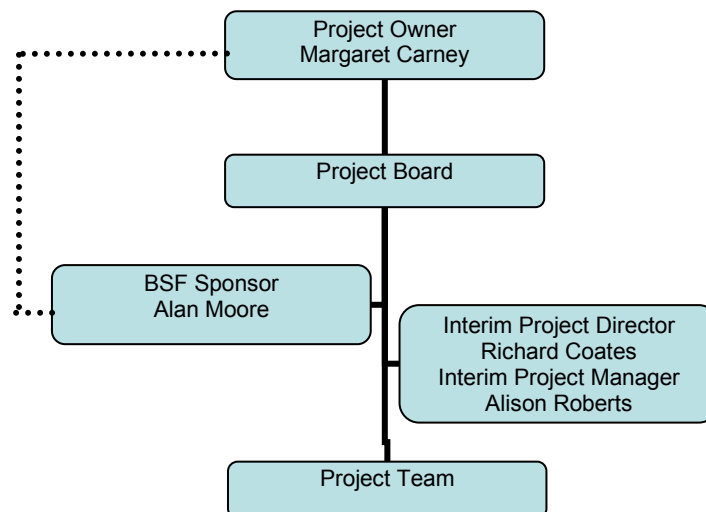
1. Background

1.1 A Strategic Project Board has been set up in accordance with recommendations of Partnerships for Schools (PFS) and the terms of reference are contained within the Project Initiation Document (PID). The Project Board, chaired by the Deputy Chief Executive, is the main decision making body for the BSF programme and comprises key senior officers from the various directorates needed to move the programme forward. The roles and responsibilities of the Project Board is summarised below.

- ✚ Setting out the key objectives of the project
- ✚ Receiving updates from the Project Director on progress against key tasks
- ✚ Ratifying the Project Team's decisions at key stages
- ✚ Managing the interface with members and making recommendations to the Cabinet on key decisions including approval of the SfC, OBC and Final Business Case
- ✚ Monitoring key risks and actions to mitigate them as part of the overall risk management strategy
- ✚ Addressing the key interfaces as set out in this PID document
- ✚ Approving the procurement arrangements including signing off all contractual documentation before submission to PFS for formal approval
- ✚ Selecting the shortlist and recommending approval of the Preferred Bidder to Cabinet
- ✚ Recommend award of contract to the Cabinet and obtain all final 'sign offs'

1.2 Regular briefings will be held with the Cabinet Member, Children's Services, to ensure that information from the Project Board is cascaded to Members and reports to Cabinet will be prepared at appropriate key points.

1.3 Arrangements for project governance are shown in the diagram below.







1.4 The PID will be considered by the Project Board for approval at their meeting on 16 November. The PID will allow the Project Board to ensure that the programme has a sound basis and will act as a base document against which the Project Board and Project Manager can assess progress, change management and ongoing viability.

2. Delegated Powers

2.1 In order to ensure that timely decisions are made and do not compromise the overall








deliverability of the programme it is proposed that certain decision making powers are delegated to the Project Board as detailed below.

2.2 The Project Initiation Document suggests that the following decisions should be delegated to the Project Board:

-  Commencement of each phase, i.e. PID, Strategy for Change (SfC), Outline and Full Business Cases OBC/FBC etc.
-  Approval of procurement arrangements
-  Pre-qualify, long-list and short-list bidders
-  Appoint external advisors

Decision making must be achieved through consensus by a minimum of a quorum of four voting members of the Board. If agreement cannot be reached the matter must be referred to Cabinet for a decision.

2.3 Cabinet decisions include:

-  Approval to commit resources to the project and use standard LEP model
-  Establishment of Project Board and levels of delegated authority
-  Approval of the Strategy for Change as recommended by the Project Board
-  Agreement of a joint LEP partner
-  Appointment of the preferred bidder/selected partner
-  Approval to submit the FBC to PfS and commit contractually as recommended by the Project Board
-  Approval to submit the OBC to PfS and subsequently to publish the OJEU notice as recommended by the Project Board

3. Recommendation(s)

The Cabinet is recommended to:

- (i) note the governance arrangements for the BSF programme;
- (ii) approve the establishment of a Project Board to provide overall governance and responsibility for the BSF programme as detailed in this report;
- (iii) agree to delegation of powers to the Project Board as detailed in this report.