

REPORT TO: Executive Board Sub Committee
DATE: 20 March 2008
PRESENTED BY: Operational Director – Business Planning and Resources
SUBJECT: Building Schools for the Future – Temporary Support
WARDS: Borough-wide

1.0 PURPOSE OF REPORT

- 1.1 To seek the Waiver of Standing Orders to provide temporary Support to the BSF Programme prior to the appointment of the Programme Manager.

2.0 RECOMMENDATIONS

- 2.1 It is recommended that the Operational Director Business Planning and Resources be authorised to award the contract for Temporary Programme Manager Support for BSF to the contractor M D Consultants in the sum of £10,000 and in accordance with Procurement SO 1.6 Standing Orders 3.1 – 3.7 and 3.10 be waived on this occasion as compliance with Standing Orders is not practicable for reasons of urgency which could not have reasonably been anticipated.**

3.0 BACKGROUND

- 3.1 The BSF Team currently consists of a Programme Director and a BSF Personnel Officer. Due to the scale of work which needed to be undertaken in the preparation to BSF Waive entry and the immediate need for additional support, it was agreed that Programme Management consultancy support up to the value of £5,000 could be secured in December 2007. It was also agreed that this consultancy could be provided through MD Consultancy.
- 3.2 The post of Project Manager has now been advertised and interviews will take place within the next few weeks. The new postholder will then take up post in the next few months. However, prior to the commencement of the Project Manager there are a number of key areas of work, which need to be undertaken. These key areas of work include the completion of the Staff Workforce Audit, a detailed analysis of all secondary and secondary special staff in each of the Halton schools and the preparation of the Strategy for Change Part 1 submission.
- 3.3 It is therefore requested that a further contract up to the value of £8,000 be awarded to MD Consultancy. The daily rate for this consultancy work is £400.00. This would allow an additional 20 days of support.

4.0 BUSINESS CASE FOR WAIVING TENDERING STANDING ORDERS

Value for money and Competition

Two quotes from two other BSF Consultants were £725 per day and £952 per day. The daily rate for Mike Woods MD Consultants is £400 per day.

Transparency

The process will still be subject to scrutiny by internal and external audit. The report about the contract and the waiver has been through an internal checking process which has involved the Corporate Management Team and Member approval. The contract will be open to inspection under the annual audit of accounts and under the Freedom of Information Act 2000 and similar legislation.

Propriety and Security

[Integrity clauses will be built into the contract document and only staff with a need to know will have information about the contract.

Accountability

Accountability would remain with Operational Director Business Planning and Resources.

Position of the contract under the Public Contracts Regulations 2006

As the services purchased under this contract fall under Part B of Schedule 2 of the Public Contract Regulations it is exempt from the advertising and tendering requirements.

5.0 POLICY IMPLICATIONS

- 5.1 Much of the work on developing the Staff Workforce programme has been undertaken through MD Consultants. Additional capacity will be needed in order to complete the draft Strategy for Change Part 1, which has been requested prior to the BSF Remit meeting at the end of April 2008.

5.0 FINANCIAL IMPLICATIONS

- 5.1 This consultancy work can be fully funded from the current BSF budget.