

Record of operational decision

Decision title:	Town Fund – Projects List (Annex A) Submission
Date of decision:	23 July 2021
Decision maker:	Chief Finance Officer
Authority for delegated decision:	Chief Executive’s Scheme of Delegation Updated 7 June 2021 Lines SP03 and SA92
Ward:	Aylestone Hill; Belmont Rural; Bobblestock; Central; College; Dinedor Hill; Eign Hill; Greyfriars; Hinton & Hunderton; Holmer; Kings Acre; Newton Farm; Redhill; Saxon Gate; Tupsley; Whitecross; Widemarsh;
Consultation:	Consultation has occurred with the Accountable Body Steering Group and the Cabinet member - finance, corporate services and planning
Decision made:	<p>To appoint Chamberlain Walker to independently assure up to 15 business cases focusing on the financial viability and risk transfer of each project in the role of the accountable body. It is important that local independent assurance processes are undertaken to satisfy the role of accountable body and the requirements of Ministry of Housing, Communities and Local Government (MGCLG).</p> <p>£650 per business case. There are a potential 15 cases that may be received. The total expenditure is detailed below:</p> <p>Business Case – 1 day per case: £9750 Contingency: £5250 Total: £15,000</p> <p>A decision has been taken to directly award the contract for this work to Chamberlain Walker to maintain consistency in the assurance process. Chamberlain Walker completed the first round of independent assurance at the Town Investment Plan submission stage and it is considered sensible that the same company is used again as they have prior knowledge of the projects and will provide the council with consistency in this stage in a shorter period of time as they are already involved in the project.</p> <p>The council is able to demonstrate value for money in accordance with the contract procedure rules as they have recently contracted with Chamberlain Walker for the Towns Deal following a competitive tender process and the costs remain the same.</p>
Reasons for decision:	<p>As part of the accountable body role there is a need for the council to independently assure all the business case submissions and project documentation that is submitted to the council at stage two of the Towns Investment Plan submissions. The council used Chamberlain Walker in stage 1 when the council needed assurance of the programme.</p> <p>It has been decided that the assurance process needs to be consistent and it is considered appropriate for this work to be undertaken by the same consultants to ensure carry over the previous assurance and provide the council with a continuous review which is why an exemption to the contract procedure rules are being asked for. There are up to 15 business cases that may be put forward, 3 of those are business cases for council promoted projects.</p>

Highlight any associated risks/finance/legal/equality considerations:	If the council choose not to undertake independent assurance then they are at risk of not meeting the requirements set out by MHCLG in terms of carrying out the role of the accountable body effectively
Details of any alternative options considered and rejected:	Do Nothing: The council will not be able to undertake its local assurance process and there is risk that the information submitted to government at the end of August 2021 will not have had the checks and balances that it requires. There is a risk that the council will not be in a position to sign the next stage gate of the programme.
Details of any declarations of interest made:	N/A

Signed:
 Andrew Lovegrove, Chief Finance Officer

Date: 23 July 2021