

## Bucks Shared Services Decision Matrix

Recommendation	AVDC	Bucks CC	Bucks/MK Fire & Rescue	South Bucks DC	Wycombe DC
<p><b>Cabinet</b> agrees to delegate such Executive functions as are necessary to enable the shared support project to be successfully completed to</p> <ul style="list-style-type: none"> <li>(i) the proposed joint committee to enable it to fulfil its terms of reference as set out below</li> <li>(ii) the Leader to enable him to undertake the functions set out below</li> <li>(iii) the Chief Executive to enable him to undertake the functions set out below</li> <li>(iv) the Senior Responsible Officer to enable him/her to undertakes the functions set out below</li> </ul>	Agreed	<p>All agreed subject to a robust and enforceable MoU being agreed prior to publication of OJEU. MoU to include</p> <ul style="list-style-type: none"> <li>(i) mechanism to allow BCC to recover any disproportionate excess funding it re set up and implementation of the project</li> <li>(ii) cap on overrun costs and potential overspend BCC may be asked to subsidise</li> <li>(iii) Clarity that risk on provision of technical platform does not rest solely with BCC<sup>1</sup></li> </ul>	N/A - no Cabinet/Executive	Agreed	<p>Agreed subject to delegation in (iv) being to the Chief Executive or an officer nominated by her and to the JC being allowed to discuss the MoU but approval of the detailed terms being reserved to the Cabinet Also agreeing an allocation of a further £93k as WDC's share of the Pathfinder costs for 08/09</p>

<sup>1</sup> Incorporated within IAA

<b>Council</b> approves the strategic business case attached as basis for project	Agreed	Agreed	Agreed	Agreed	Agreed
Council approves the procurement strategy as basis for selection of PSP with whom to establish JVC and authorises BCC to advertise in OJEU in terms set out in proc strategy	Agreed	Agreed	Agreed	Agreed	Agreed
<p>Council agrees to form and participate in a Joint Committee to comprise representatives from the 5 authorities delegating to such JC any relevant non executive functions of the authority required to fulfil the terms of reference as set out in report and to comprise the Leader of the Council (or a sub) if Leader unable to attend.</p> <p>Terms of reference are as follows</p> <p>The Joint Committee shall act as a co-ordinating forum between the authorities for the project providing guidance to the officer project team. The Joint Committee's decision making powers shall be limited to the following:-</p> <ul style="list-style-type: none"> <li>• Agreement on any outstanding issues identified in the Procurement Strategy</li> <li>• Agreement on the Memorandum of Understanding between the participating authorities</li> <li>• Identification of the overall strategic objectives of the project</li> <li>• Determination of the High level criteria for tender evaluation</li> <li>• Managing the budget for the pre</li> </ul>	Agreed	Agreed	Agreed (where relevant Chief Fire Officer in consultation with Chairman rather than Leader and Chief Executive)	Agreed	Agreed

<p>contract costs of the project</p> <ul style="list-style-type: none"> <li>• Determination of the terms of each participating authority's participation in the JV Co</li> <li>• Recommendation to each participating authority the preferred bidder for the Contract (the decision on which shall be reserved to each authority)</li> <li>• Making the appointment of the successful bidder as the contractor and</li> <li>• Once the contract is awarded, overseeing the successful operation of the contract and determining any key decision in relation to the contract.</li> </ul>					
<p>Authorises the Chief Executive in consultation with the MO and the Leader to agree a constitution for the JC (based on the principles in report) and to negotiate a IAA</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>
<p>Delegates to the JC the budget allocation which the authority agrees as part of its budget for 09/10 to cover pre contract costs of the project</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>
<p>Authorises the Leader to exercise the functions expressed to be delegated to the JC in any situation where a matter cannot await, due to urgency, the convening of the first planned meeting of the JC or the next planned meeting, provided that in every case where this is exercised it may only be done where there is unanimity between all Leaders</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>	<p>Agreed</p>

Authorises the SRO (named) who shall be the authority's rep on the Programme Board (or officer nominated) to exercise all relevant functions necessary to ensure shared services project is successfully completed, other than functions specifically delegated to the JC or reserved to each authority	Agreed – Jon McGinty	Agreed – Strat Dir Customer Services	Agreed – Treasurer	Agreed – Jim Burness	Agreed – Chief Executive or nominated officer
Agrees the principles of the MoU and authorises JC to agree detailed terms	Agreed	Agreed	Agreed subject to Authority only agreeing to enter MoU if the final terms proposed are approved by Authority's representative on the JC. The following comments should be reported to the JC and taken into account (i) the authority reserves the right to reconsider its decision if sharing of costs, including overrun costs differ from those in business case (ii) the basis for recoupment of the BCC investment is unacceptable (iii) should any	Agreed	Agreed, subject to the JC being allowed to discuss the MoU but approval of the detailed terms being reserved to the Cabinet <sup>2</sup>

<sup>2</sup> Cabinet and Council approved terms on 11<sup>th</sup> May 2009 subject to Improvement and Review Commission considering and approving terms

			resolutions of other Districts require a re-evaluation of the authority's position		
Agrees the principles of the authority's participation (other than split of shareholding between public and private sectors which is to be dealt with by the JC) in the JCV as set out in report and authorises the JC to agree detailed terms of the authority's participation in the JCC	Agreed	Agreed	Agreed	Agreed	Agreed
Agrees a further report on governance for pathfinder	Agreed	Agreed	Agree	Agreed	Agreed