

**PROGRAMME MANAGEMENT AND FACILITATOR SERVICES:
WEST CUMBRIA MANAGING RADIOACTIVE WASTE SAFELY
PARTNERSHIP**

EXECUTIVE MEMBER: Councillor Elaine Woodburn, Portfolio Holder
LEAD OFFICER: Fergus McMorrow, Acting Chief Executive
REPORT AUTHOR: Chris Lloyd Contracts and Property Manager

Summary and Recommendation: This report advises members of progress made with this project.

Recommendation: Executive is asked to note progress and to agree to delegate the acceptance of a tender to the Acting Chief executive in consultation with the portfolio holder. The project is funded by the Department of Sustainability and Environment.

1. INTRODUCTION

1.1 Copeland Borough Council has agreed to take the lead on organizing the Partnership programme and meetings for up to the next 12 months.

1.2 The process is relatively involved; it will require additional resources to undertake the following:

- Provision of facilitation for four Partnership meetings.
- Attendance of facilitator at Steering Group meetings.
- Programme Management for Partnership programme, including implementing procurement of Public Sector Engagement contracts.

2. PROCUREMENT PROCESS

2.1 The project falls within the cost range of £50,000 to £139,893, requiring advertisement, financial and technical vetting of applicants and selection for an ad hoc tender list, and invitation of formal tenders. This work has been completed with tenders returned on 12 June 2009.

2.2 Within the process approval of a tender is required from Executive, and as this report must be completed before the deadline, and appraisal and

3. CONCLUSION

- 3.1 Executive is asked to note progress and to agree to delegate the acceptance of a tender to the Acting Chief Executive in consultation with the portfolio holder

4. FINANCIAL AND HUMAN RESOURCES IMPLICATIONS (INCLUDING SOURCES OF FINANCE)

- 4.1 Funding for the project (approx. £120,000) will be provided by the Department of Energy and Climate Change (DECC) through completion of an engagement package agreement. The agreement is currently under discussion. Whilst the Council is currently proceeding at risk, it should be noted that DECC retrospectively covered all the costs of the programme in the last financial year and the same is expected this year.

5. IMPACT ON CORPORATE PLAN

- 5.1 The project will ensure sufficient resources are applied to properly managing the process of involvement and engagement with stakeholders and are of strategic importance to meeting Corporate Plan objectives.

List of Appendices: None

List of Background Documents: MRWS documents on the Copeland Web site, Project files, quotations.

List of Consultees:

Councillor Elaine Woodburn, Leader
Councillor Cath Giel, portfolio-holder
Head of Development Strategy
Head of Finance and Management Information Systems
Head of Legal and Democratic Services
Interim Assistant Director

CHECKLIST FOR DEALING WITH KEY ISSUES

Please confirm against the issue if the key issues below have been addressed. This can be by either a short narrative or quoting the paragraph number in the report in which it has been covered.

Impact on Crime and Disorder	None
Impact on Sustainability	Will initiate policy/strategy
Impact on Rural Proofing	None
Health and Safety Implications	None within project
Impact on Equality and Diversity Issues	None
Children and Young Persons Implications	None within project
Human Rights Act Implications	None
Monitoring Officer comments	No legal issues arise from the report itself; formal contract will be required with successful tenderer.
S. 151 Officer comments	Funding has been agreed in principle, however, the authority is awaiting formal confirmation of a funding approval letter – this is being sought.

Is this a Key Decision? Yes