

Report Author: Pearl Roberts, Programme Manager  
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<b>OFFICER DECISION TITLE:</b> <b>Programme Management and Monitoring and Evaluation Programme</b>
<b>NAME OF OFFICER EXERCISING DELEGATED POWERS:</b> <b>S151 Officer</b>
<b>DATE OF OFFICER DECISION: 1 August 2018</b>

Responsible Director:	<i>Martin Whiteley, Chief Executive</i>
Is this a public report? If a key decision, it will be a public report and will be published on the CA website.	No
Does the report have any annex that contains exempt information?	No

Decision taken	<p><i>Please provide an overview of the decision taken.</i></p> <p>The Combined Authority wishes to appoint Cambridgeshire Insight to develop and deliver the Combined Authority's (CPCA) Performance Management and Monitoring and Evaluation Framework.</p> <p>The Chief Executive agreed to engage Cambridgeshire Insight.</p> <p>Award of Contract to: Cambridgeshire Insight for the provision of professional services to develop and deliver the Combined Authority's Performance Management and Monitoring and Evaluation Framework for Year 1 (Aug 2018 to Aug 2019). The ongoing delivery will be subject to an annual review in June 2019.</p> <p>Contract Period: From 1 August 2018 to 1 August 2019</p> <p>The initial contract sum for yr 1 is £83,650 plus VAT and this ODN seek authority to spend that money. Future year budget requirements will be considered as part MTFP approval budget.</p>
Authorisation ( <i>delete as appropriate</i> )	<p>The Section 151 officer has delegated authority under the constitution to authorise expenditure up to £100k outside the approved budget.</p> <p>This work is essential to fulfilling the Assurance Framework for the Combined Authority and CambridgeInsight are best placed to deliver the initial work at good value for money.</p>

Background Information	<p>As part of the Devolution Deal the Combined Authority has a commitment to:</p> <ul style="list-style-type: none"> <li>• Maintain an up-to-date Assurance Framework (incorporating the Monitoring and Evaluation Plan; to use evidence to justify policy decisions and to effectively monitor the outputs and outcomes of policy (and spending plans);</li> <li>• To support an independent evaluation for the Combined Authority's work up to its first Gateway Review in 2022; providing evidence of the effectiveness of its interventions.</li> </ul> <p>The initial Monitoring and Evaluation Plan of the Combined Authority's Assurance Framework was developed in Q1 2017 and updated in October 2017.</p> <p>The Combined Authority has subsequently agreed its 2030 Ambition and its Four Year Plan (May 2018).</p> <p>Central Government require the Combined Authority to develop and submit its refreshed Monitoring and Evaluation Plan by 27 September 2018.</p>
Alternative options considered.	<p><b>Do Nothing.</b> This option was discounted on the basis that the Combined Authority is committed to maintaining its Assurance Framework and developing in Monitoring and Evaluation Plan and wishes to initiate the work to develop and deliver the Performance Management and Monitoring and Evaluation Programme without delay.</p> <p><b>Seek Quotations.</b> This option was discounted on the basis that the advice and professional services required by the CPCA is urgent and that Cambridgeshire Insight (a specialist team within one of the CPCA's partner local authorities) possesses the requisite expertise and experience having developed the first iterations of the Monitoring and Evaluation Plan to understand the Combined Authority context, Central Government requirements and the requisite technical expertise to make rapid progress in delivering the programme.</p>
Consultation	<p><i>List any relevant consultation undertaken in relation to the decision. For example portfolio holders, other Chief Officers.</i></p> <p>The Mayor has been consulted about the relative merits of using the third party services to support the programme.</p>
Declarations / Conflicts of Interests (only if the decision falls under the 'Express Authorisation' category)	None

Supporting documentation	
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Officer signature		Date 7/8/18
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***Once signed please file in the electronic file Documents/Governance/ office decision notice and enter details in the register.  
If a public report, pass to Democratic Services and we will arrange publication.***