

OFFICER DECISION RECORD

For staff restructures, please also complete an RA1 form to update the HR Portal. This is attached at Annex 2.

Decision Ref. No: 1718191
Vacancy Ref: N/A

Box 1

DIRECTORATE: Learning and opportunities

DATE:20/12/2017

Contact Name: Angela Harrington

Tel. No.: 862676

Subject Matter: Review of SEN Provision by Independent Consultant

Box 2

DECISION TAKEN:

To commission and award a consultancy service to complete a review of Doncaster's Special Schools and Alternative Providers as part of the wider SEND review with a maximum budget of £49,000.

Box 3

REASON FOR THE DECISION:

To commission an independent consultant to provide a review of the education provision to meet the needs of learners with complex educational needs and to enable provision improvements to be defined, prioritised and implemented.

This review of special schools and alternative provision will feed into the wider work plan for Doncaster's SEND Strategic Framework 2016-19.

Give relevant background information

The strategy confirms the commitment to maintaining the range of quality provision and services for children and young people with complex needs and allow planning to improve and extend the quality of provision and services and develop closer partnerships between mainstream and specialist providers

Box 4**OPTIONS CONSIDERED & REASONS FOR RECOMMENDED OPTION:****Option 1 –**

To tender for a specialist consultant to deliver an independent review of SEND provision within a 4 month timescale.

Due to timescale/specification and budget this is the only option recommended.

Box 5**LEGAL IMPLICATIONS:**

Section 1 of the Localism Act 2011 provides the Council with a general power of competence, allowing the Council to do anything that individuals generally may do. Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and services.

The Council as an education authority has specific duties under the Education Act 1996 in relation to the provision of education for children with special educational needs.

The procurement of consultancy services must be carried out in accordance with the Council's Contract Procedure Rules.

Name: Rebecca Brookes **Signature:**  **Date:** 21/12/17
Signature of Assistant Director of Legal and Democratic Services (or representative)

Box 6**FINANCIAL IMPLICATIONS:**

In 2016/17 LOCYP received £126,060 DfE High Needs Strategic Planning Grant which was carried forward via an Earmarked Reserve. The confirmed commitment against this grant is a temporary Partnership Advisory post approved on ODR 1718161, the post holder has commenced this position with effect from 02/01/18. This earlier ODR had approved the funding from this grant for 1 year, however due to an underspend on the SEND Reform Grant in 17/18 the first 3 months cost will be funded from this Grant therefore only 9 months' salary cost in 18/19 is now required. The DfE have indicated that there will be a further allocation of SEND Reform Grant in 2018/19 but the amount is yet to be confirmed, should the allocation be sufficient to cover the cost of the Partnership Advisory post in 2018/19 this would free up £35k of the High Needs Strategic Planning Grant for further work on the SEND review. Any extension of this post will need a further decision record.

The following table shows an update of current commitments against the DfE High

Needs Strategic Planning Grant.

	2017/18	2018/19
9 Mths Salary cost Grade 10	Nil	£35,243
Consultancy	Nil	£49,000
Total Commitment	Nil	£84,243
Remaining Balance		£41,817

Work is on-going to effectively utilise the remaining balance of the grant in 2018/19. The DfE High Needs Strategic Planning Grant will need to be carried forward at the end of 2017/18 via the Earmarked Reserve to ensure funding is available to support the above commitments.

Name: Helen Rowlands Signature: [REDACTED] Date: 03/01/18
Signature of Assistant Director of Finance & Performance
(or representative)

Box 7

HUMAN RESOURCE IMPLICATIONS:

There are no HR implications associated with this particular ODR

Name: Trish Law Signature: [REDACTED] Date: 21.12.17
Signature of Assistant Director of Human Resources and Communications (or representative)

Box 8

Procurement Implications:

The required service must be procured in accordance with the Council Contract Procedure Rules.

Name: _Shaun Ferron Signature: [REDACTED] Date: __20.12.17
Signature of Assistant Director of Finance & Performance or representative)

Box 9**ICT IMPLICATIONS:**

There are no direct ICT/technology implications in relation to the recommended option detailed within this ODR.

The responsible officer/contract manager must ensure that if any network access/new users or ICT equipment is required, these are submitted in a timely manner via i-Serve and ensure that users are adhering to the required mandatory eLearning and policies in relation to acceptable usage and data protection. These obligations apply to any authorised user who is provided access to the Council's network and the responsible officer must also ensure timely notification when such access is no longer required.

Any requirement for new, enhanced or replacement technology to support the delivery of identified provision improvements would need to be considered by the ICT Governance Board (IGB).

Name: Peter Ward (Governance & Support Manager)

Signature: [REDACTED] **Date:** 21/12/17

Signature of Assistant Director of Customers, Digital & ICT (or representative)

Box 10**ASSET IMPLICATIONS:**

There are no implications arising from the recommendations of this report that impact on the use of DMBC assets beyond those school premises noted in the main body of the report.

Name: David Stimpson, **Signature:** [REDACTED] **Date:** 21 December 2017
Property Manager – on behalf of Assistant Director of Trading & Property Services

Box 11**RISK IMPLICATIONS:****To be completed by the report author**

The SEND Reform agenda places a duty on all Local Authorities to integrate educational and training provision with health and social care provision where this would promote well-being and improve the quality of provision for those children and young people with SEN or a disability. There is a risk of not meeting these regulations if the education provision is not reviewed to meet current and future needs.

(Explain the impact of not taking this decision and in the case of capital schemes, any risks associated with the delivery of the project)

Box 12

EQUALITY IMPLICATIONS:**To be completed by the report author**

There are no significant equality implications associated with this report. Within its programme of work Overview and Scrutiny gives due consideration to the extent to which the Council has complied with its Public Equality Duty and given due regard to the need to eliminate discrimination, promote equality of opportunity and foster good relations between different communities

Name: Angela Harrington Signature: [REDACTED] Date: 20/12/2017
(Report author)

**Box 13
CONSULTATION****Officers**

(In addition to Finance, Legal and Human Resource implications and Procurement implications where necessary, please list below any other teams consulted on this decision, together with their comments)

Members

Under the Scheme of delegation, officers are responsible for day to day operational matters as well as implementing decisions that have been taken by Council, Cabinet, Committee or individual Cabinet members. Further consultation with Members is not ordinarily required. However, where an ODR relates to a matter which has significant policy, service or operational implications or is known to be politically sensitive, the officer shall first consult with the appropriate Cabinet Member before exercising the delegated powers. In appropriate cases, officers will also need to consult with the Chair of Council, Committee Chairs or the Chair of an Overview and Scrutiny Panel as required. Officers shall also ensure that local Members are kept informed of matters affecting their Wards.

Please list any comments from Members below:

**Box 14
INFORMATION NOT FOR PUBLICATION:**

It is in the public's interest to be aware of this decision record under the Freedom of Information Act 2000, The decision will be published with the no redactions

Signatures will also be redacted as this is personal information

Name: A Harrington Signature: [REDACTED] Date: 20/12/2017
Signature of FOI Lead Officer for service area where ODR originates

Box 15

Signed: _____ **Date:** 25 January 2018
Director of People

Signed: _____ **Date:** _____
Additional Signature of Chief Financial Officer or nominated
representative for Capital decisions.

Signed: _____ **Date:** _____
Signature of Mayor or relevant Cabinet Member consulted on the above
decision (if required).

- This decision can be implemented immediately unless it relates to a Capital Scheme that requires the approval of Cabinet. All Cabinet decisions are subject to call in.
- A record of this decision should be kept by the relevant Director's PA for accountability and published on the Council's website.
- A copy of this decision should be sent to the originating Directorate's FOI Lead Officer to consider 'information not for publication' prior to being published on the Council's website.
- A PDF copy of the signed decision record should be e-mailed to the LA Democratic Services mailbox