

## OFFICER DECISION RECORD 1 FORM

This form should be used to record Officer Decisions in Excess of £100k (but below the key decision threshold), or where required by Financial, Contract or other Procedure Rules or following formal delegation from Cabinet or a Cabinet Member or a Council Committee.

**Decision Reference No: e.g. Directorate/Ref No/Year - 2021025**

**BOX 1****DIRECTORATE: Learning****DATE: 22/9/20****Opportunities: Children & Young People****Contact Name: Rebecca Mason****Tel. No.: 07970 650506****Subject Matter: Expect Youth****BOX 2****DECISION TAKEN**

1. To enter into a grant agreement with Expect Youth for a three year period. This grant agreement is for £150,000 to be paid in three installments of £50,000 per year. The grant agreement will commence in October 2020 and end in October 2023. Expect Youth will use this grant over the next three years to support their five key objectives, which are;
  - I. Support the development of the newly developed Doncaster offer.
  - II. Lead, support and build capacity across the voluntary and community sector, through a mixture of generating external funding to devolve to voluntary and community organisations as overseen by the Youth Advisory Board and sharing of skills and expertise.
  - III. Support voluntary and community organisations to achieve the local quality standard.
  - IV. Generate £150k external funding over the next three-years.
  - V. Generate £150k through fundraising over the next three-years.

The aim of Expect Youth is to have a sustainable model within three years and the objectives above are the enablers to do this, in particular the generation of external funding. The Council will closely monitor Expect Youth over the three period to ensure that all five key objectives are achieved.

**BOX 3****REASON FOR THE DECISION**

This seed funding in the form of a grant agreement is vital to allow Expect Youth to deliver their five key objectives. This agreement will be the only contract that Expect Youth hold and without this agreement and seed funding, Expect Youth would cease to trade. The £150k will be used from the mental health trailblazers funding that is held within the Council's earmarked reserves.

**BOX 4****ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Not to enter into a grant agreement with Expect Youth.

**BOX 5****LEGAL IMPLICATIONS**

1. Section 1 of the Localism Act 2011 gives the local authority the power to do anything that individuals may generally do.
2. A robust legally binding funding agreement must be used to protect the Council's interest. That agreement should record the proper use of the grant including the purpose and outcomes, which contribute to the delivery of Council services or achievement of Council goals.
3. Arrangements should be made to monitor the financial status of the recipient in order to ensure that the Council is not providing assistance to a body that is to, or is likely to, terminate for financial reasons and hence be unable to fulfil the purpose for which assistance is being given.
4. Financial due diligence with the support of finance colleagues is advised to be undertaken to ascertain the following things:
  - (a) which element of the grant is used towards the satisfaction of the Council's goals and the mental health trail blazing initiative and desired outcomes;
  - (b) To ensure that the relevant director is fully appraised of the financial situation of the recipient before agreements are entered into so that all significant *[and current]* financial risks are effectively managed and reported upon;
  - (c) To understand what element of the grant is being used towards the recipients operating costs for the purpose of State aid rules.

Name: \_Nichola Varty\_ Signature:  Date: 25<sup>th</sup> September 2020

Signature of Assistant Director of Legal and Democratic Services (or representative)

**BOX 6****FINANCIAL IMPLICATIONS:**

The proposal to fund EXPECT Youth £50k per year for the next three years, £150k in total, will be funded from NHS England Mental Health Trailblazer funding that is held within the Council's earmarked reserves. The funding is regarded as a grant under Financial Procedure Rules, and will require a grant funding agreement, including monitoring arrangements and a provision for repayment if the funding is not fully spent, to be signed by EXPECT Youth.

If the proposal is agreed Financial Procedure Rule E.16, which includes: "for grants in excess of £10,000, arrangements should be made to monitor the financial status of the recipient in order to ensure that the Council is not providing assistance to a body that is to, or is likely to, terminate for financial reasons and hence be unable to fulfil the purpose for which assistance is being given.", needs to be adhered to.

**Name:** Aaron Bathgate **Signature:**  **Date:** 25/09/20

Signature of Chief Financial Officer and Assistant Director of Finance (or representative)

**BOX 7****OTHER RELEVANT IMPLICATIONS**

Not Applicable.

**Name:** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Signature of Assistant Director (or representative)

**ANY IMPLICATIONS SENT TO DEPARTMENTS SHOULD GENERALLY BE SUBMITTED AT LEAST 5 WORKING DAYS IN ADVANCE TO ENSURE THESE CAN BE GIVEN THE RELEVANT CONSIDERATION.**

**BOX 8****EQUALITY IMPLICATIONS:** (To be completed by the author).

1. There are no significant equality implications associated with this report.  
A Due Regard Statement is being undertaken to ensure compliancy with the Public Sector Equality Duty and that the work detailed in this report considers the needs of all, and takes into account to equality and diversity of the borough, and that consideration has been made to for those citizens with protected characteristics.

**BOX 9****RISK IMPLICATIONS:** (To be completed by the author)

1. **Risk** - Failure to provide statutory functions especially in unprecedented times such as the COVID-19 pandemic. **Mitigation** – The Council owns the Offer and as such resets who leads on the statutory functions, this is important and will ensure clear accountability with organisations who deliver the offer, being clear on their roles and responsibilities. Previously Expect Youth led on delivering the statutory functions, but as they are now widening and based on learning it is felt the Council is best placed to do this.
2. **Risk** - Failure to become self-sustainable over the next three years. **Mitigation** – Through a mixed economy of Council funding, external grant funding (accessed via Expect Youth) and fundraising, the model will become sustainable.
3. **Risk** - Failure to listen and implement the feedback from the voice of children and young people. **Mitigation** - By establishing the Youth Advisory Board in July 2020, we are confident that this will mitigate against this risk.
4. **Risk** - Due to the COVID 19 pandemic there is a risk that some of the voluntary sector organisations may no longer be able to continue to operate. **Mitigation** - By mapping out, which organisations need support to continue to operate and by working with communities to develop new organisations, the aim is to develop sustainable community lead organisations that deliver the offer.

**BOX 10****CONSULTATION**

**Not Applicable.**

**BOX 11****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, therefore this decision will be published in full redacting signatures only.

**Name: Rebecca Mason**

**Signature:** 

**Date: 20/11/2020**

Signature of FOI Lead Officer for service area where ODR originates

**BOX 12****BACKGROUND PAPERS**

Please confirm if any Background Papers are included with this ODR NO

(If YES please list and submit these with this form)

**BOX 13  
AUTHORISATION**

Name: Riana Nelson

Signature: 

Date: 20/11/2020

Director of Learning, Opportunities and Skills

**Does this decision require authorisation by the Chief Financial Officer or other Officer**

**NO**

**If yes please authorise below:**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Chief Executive/Director/Assistant Director of \_\_\_\_\_

**Consultation with Relevant Member(s)**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Designation \_\_\_\_\_

(e.g. Mayor, Cabinet Member or Committee Chair/Vice-Chair)

**Declaration of Interest YES/NO**

**If YES please give details below:**

**PLEASE NOTE THIS FORM WILL BE PUBLISHED ON THE COUNCIL'S WEBSITE IN FULL UNLESS IT CONTAINS EXEMPT OR CONFIDENTIAL INFORMATION.**

**Once completed a PDF copy of this form and any relevant background papers should be forwarded to Governance Services at [Democratic.Services@doncaster.gov.uk](mailto:Democratic.Services@doncaster.gov.uk) who will arrange publication.**

**It is the responsibility of the decision taker to clearly identify any information that is confidential or exempt and should be redacted before publication.**