

## 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: 1920037**

### Box 1

**DIRECTORATE:** Learning &  
Opportunities – Children & Young People

**DATE:** 2 December 2019

**Contact Name:** Derek Brogan

**Tel. No.:** 01302 862166

**Subject Matter:** Creation of an Additional Classroom at Our Lady of Sorrows Catholic Voluntary Academy

### BOX 2

#### DECISION TAKEN

To create an additional classroom at Our Lady of Sorrows Catholic Voluntary Academy utilising £41,000 from the Special Educational Needs (SEN) Capital Fund following direction from the Joint Resource Panel (September 2019)

### BOX 3

#### REASON FOR THE DECISION

The building of an additional classroom is necessary to create a safe learning environment for a child with an Education, Health and Care Plan (EHCP). It has been identified that Our Lady of Sorrows is the only school in the pyramid which can accommodate the needs of the child. However, there is a need to create an inclusive mainstream environment within the school and this development will enable the school to meet the needs set out in the child's EHCP, ensuring the well-being of the child is maintained.

### BOX 4

#### ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

1. To not agree with the outcome of the Joint Resource Panel and not draw down funds for this project. This would be in detriment to the child's development and learning as it would force continued home tuition.

**BOX 5****LEGAL IMPLICATIONS****What the local authority must do**

The Local Authority has legal duties to identify and assess the special educational needs of children and young people for whom they are responsible under the Children and Families Act 2014. An EHC plan will set out the additional support the child or young person needs and the school or other institution they will go to. Once special educational provision has been specified in an EHC plan, the LA has a duty to provide it.

HP

**Name: H Potts** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date: 4.12.19**

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

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

## Capital

This decision is expected to cost £41,000 to build an additional classroom at Our Lady of Sorrows school to develop an inclusive mainstream environment here and to create a safe environment for a child with an EHCP.

The 2019-20 LOCYP capital programme includes an allocation of £1,082,558 for this type of project, this is funded by:

Basic Need Grant £800,000

Capital Maintenance Grant £50,000

SEND Grant £232,558

ODR1920018 for the development of the East Dene Centre for £640,000 has already been approved to come out of this £1,082,558, approval of this project would leave £401,558 for other projects of this type.

## Revenue

There are no revenue costs associated with this decision. If there are any additional revenue costs then the school will have to meet these from existing budgets.

**Name: David Armistead** \_\_\_\_\_ **Signature:** \_\_\_\_\_ **Date: 04/12/2019** \_\_\_\_\_

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

**BOX 7****OTHER RELEVANT IMPLICATIONS****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:** (D Brogan 02/12/19).

In taking this decision, the decision maker must be aware of their obligations under section 149 Equality Act 2010. This section contains the Public Sector Equality Duty (PSED). It obliges public authorities, when exercising their functions, to have 'due regard' to the need to:

- a) Eliminate discrimination, harassment and victimization and other conduct which the Act prohibits;
- b) Advance equality of opportunity; and foster good relations between people who share relevant protected characteristics and those who do not.

Local educational facilities will remain accessible for local children and their families.

**BOX 9**

**RISK IMPLICATIONS:** (D Brogan 02/12/19)

Reputational Risk: there is a risk to the council of not being able to provide a safe and effective learning environment for children with an EHCP. This is contrary to the priorities of Doncaster Council's SEND strategy of Making sure that children and young people with Special Educational Needs and Disabilities (SEND) with social emotional and mental health (SEMH) needs have their needs identified and met effectively in a timely manner so they can engage and make good progress, particularly in mainstream settings.

**BOX 10**

**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.

**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: Derek Brogan

Signature



Date: 2 December 2019

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 YES/NO NO

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

**BOX 13  
AUTHORISATION**

**Name: Riana Nelson      Signature: [REDACTED]      Date: 20/12/2020**

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.**