

## 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: 1920036**

### Box 1

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

**DATE:** 20 November 2019

**Contact Name:** Neil McAllister

**Tel. No:** 01302 735283

**Subject Matter:** Proposed closure of the Hearing Impaired Additional Resource Centre (ARC) at Plover Primary School.

### BOX 2

#### DECISION TAKEN

1. Approval is given to consult on the proposal to close the Hearing Impaired ARC at Plover Primary School. Specifically, approval is given to the publication of the statutory proposal and the statutory period of consultation for 'prescribed alterations' take place in line with the Department for Education statutory guidance 'Making 'prescribed alterations' to maintained schools' (October 2018).
2. That, subject to no objections being received during the statutory consultation period, the date on which the ARC should close be determined by the Head of Service (inclusion).

### BOX 3

#### REASON FOR THE DECISION

Through the Inclusion Rationalisation project, it has been identified that the current unit does not meet the ongoing and developing requirements of pupils. Furthermore, the current structure of the resource differs from that of the resource provided in secondary education. Therefore, the proposal has been put forward to close the unit in order to develop a new primary Hearing Impaired ARC. The outcomes and provision for each child in the HI ARC will be met in line with the resource provided in secondary education. Each child will have their appropriate needs met as outlined in their Education, Health and Care Plans and Plans will continue to be reviewed annually. The management of the specialist HI staff in the HI ARC will be overseen by the Manager of the HI Service at the Council in line with the secondary HI ARC provision.

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

1. To not close the unit and maintain its current structure. This would keep the unit out of alignment to other resources in the Borough.
2. To transfer the running of the ARC to the school which would then be taken over by XP Trust following their proposed academisation. The Trust have stated that they have no desire to run the unit.

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

The Statutory Guidance 'Making significant changes ('prescribed alterations') to maintained schools' ( October 2018) provides that the statutory consultation process of 4 weeks must be followed to establish, remove or alter SEN ( special educational needs) provision. This is required even though the service will continue to be provided to the children. In addition staff effected will also need to be consulted though they will remain employed by the Local Authority.

**Name:**  H Potts **Signature:**  [REDACTED] **Date:**  5.12.19

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

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

A budget of £215,119 is currently paid to Plover Primary School for the running of the Hearing Impaired ARC. This is funded in full from the High Needs Block of the Dedicated Schools Grant.

This Officer Decision Record proposes to close the ARC and as such would release the £215,119 budget which will be used to finance the running costs of a new primary Hearing Impaired ARC within the Local Authorities HI Service.

It is expected that the budget of £215,119 will be sufficient to pay for all costs of the new primary Hearing Impaired ARC and as such there are no significant financial implications arising from this report.

**Name:** Stephen Boldry **Signature:**  [REDACTED] **Date:** 10<sup>th</sup> December 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:** (To be completed by the author).

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
- c) Foster good relations between people who share relevant protected characteristics and those who do not.

In addition to the requirements of the Equalities Act, the School Admissions Code published by the Department for Education make it clear that all admission authorities, including Doncaster Council must not discriminate on the grounds of disability; gender reassignment; pregnancy and maternity; race; religion or belief; sex; or sexual orientation, against a person in the arrangements and decisions it makes as to who is offered admission as a pupil.

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

**BOX 9**

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

The consequence of not making a decision to proceed to consultation may be that the resource fails to meet the developing needs of the pupils.

**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 signature only.

**Name: Neil McAllister                      Signature: [REDACTED]                      Date: 20 November 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: 20/12/2019**

Director of Learning, Opportunities and Skills

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

**YES/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.**