

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:

Box 1

DIRECTORATE: Learning &
Opportunities – Children & Young People

DATE: 11 May 2020

Contact Name: Neil McAllister

Tel. No.: 01302 735283

Subject Matter:

Special Provision for Children and Young People with Special Educational Needs and Disability Capital Funding (2018 – 2021) – Draw Down of Funds.

BOX 2

DECISION TAKEN

To approve the use of £26,367.92 of Special Provision for Children and Young People with Special Educational Needs and Disability Capital Funding (2018 – 2021) on Capital Works at Levett Upper School.

BOX 3

REASON FOR THE DECISION

To enable Bader to open on 1 September 2020 in temporary accommodation at Levett Upper prior to occupation of their new premises planned for 1 January 2021. This will provide a group of pupils to transfer into year 7 of their new school as part of their transition arrangements from Key Stage 2 to Key Stage 3 and other admissions where necessary.

Levett Upper will need refurbishment, safety and remedial work to be carried out in advance of its occupation. The works and total budget estimate are identified as below.

Levett Upper – Works Identification	Total Costs
<u>Mechanical</u> <ul style="list-style-type: none">• Repair control panel• Full heating test of building• Project Fees Included	£1,294.89

<u>Electrical</u> <ul style="list-style-type: none"> • Fire alarm and emergency lighting check • Electrical hard wire test • Change fire alarm call points • Security alarm service • Includes approx. sum for remedial works for any faults • Project Fees included 	£6,831.65
<u>Building</u> <ul style="list-style-type: none"> • Supply and fit radiator cover to approx. 25No • Project Fees included 	£3,937.65
<u>Decoration</u> <ul style="list-style-type: none"> • Required decoration on site (associated fees) • Project Fees included 	£11,906.65
<u>Project Contingency</u> <ul style="list-style-type: none"> • Contingency at 10% 	£2,397.08
<u>TOTAL:</u>	£26,367.92

BOX 4

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

Option 1 – Not to undertake any refurbishment, safety and remedial works at Levett Upper in advance of its occupation. This would not enable Bader Academy to open as planned on 1 September 2020.

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.

Section 175 of the Education Act 2002 the Council shall exercise its functions as a local education authority with a view to safeguarding and promoting the welfare of children.

The Council must ensure (when procuring the goods and services) that the contract procedure rules are followed and that Legal Services are asked to prepare a robust contract to protect the interests and minimise all risk to the Council in so far as possible.

Name: Nicky Dobson Signature:  Date: 29th May 2020

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

BOX 6

FINANCIAL IMPLICATIONS:

Capital

This decision is expected to cost £26,367.92 for refurbishment and safety works at the Levett Upper School to enable temporary of accommodation for the new Bader school pupils from 1st September 2020.

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

Basic Need Grant £800,000

Capital Maintenance Grant £50,000

SEND Grant £232,558

Two ODR's (East Dene Centre & Our Lady of Sorrows) for £681,000 have already been approved to come out of this £1,082,558 in 2019-20; approval of this project would leave £375,190.08 for other projects of this type.

After the Bader pupils move to the new school in January 2021 there are no current long term plans for the use of the building, so the longer term impact or benefit of the these works is not clear.

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:18/05/2020**_____

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:

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.

Name: Neil McAllister
(Report author)

Signature: [REDACTED]

Date: 11 May 2020

BOX 9

RISK IMPLICATIONS: (To be completed by the author)

Should the refurbishment works not take place at Levett Upper School, it would mean Doncaster Council running the risk to transfer a group of pupils into year 7 of their new school as part of their transition arrangements from Key Stage 2 to Key Stage 3.

BOX 10

CONSULTATION

Appropriate consultation will be undertaken with the Trust and Head Teacher of the school.

Consultation will be carried out with regulatory bodies in terms of any building regulations.

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: Neil McAllister

Signature [REDACTED]

Date: 11 May 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: 5 June 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 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.