

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 - (Initial ODR 1) 2017 - 1718171

BOX 1**DIRECTORATE:**

CYPs

DATE: 12/05/2020**Contact Name: Author**

Dean Mangham

Commissioning Officer / Market Development.

Tel. No.: 01302 735301

Subject Matter: Short Break Capital Grant Scheme, underspend from the original 50K. Request 50k, 2020/21 allocation to honour payment.

BOX 2**DECISION TAKEN**

Following the original approved decision to proceed with the 50K Short Breaks Capital Grant fund, which supported the Local Offer and statutory duty to provide Short Breaks, and to improve range, capacity and availability of activities across the borough. Funds were awarded as agreed by panel for successful bids. Totalling £36718.60, with an underspend of £13,281.40. (Original ODR 1718171).

Update 14/02/2020

This update was for the remaining fund to be released, ready to fund round 2 applications. There has been six SBCG successful applications returned and moderated within round 2, with a total of £13,281.40 of funds previously remaining to use from 2019/20 allocation to support this payment.

The previous SBCG fund as mentioned was to support the Local Offer and statutory duty to provide Short Breaks. Initially we proposed to allocate £13,281.40 of the remaining capital funding from the 2019/20 budget for the implementation of the Short Breaks Capital Fund grant scheme, and to honour payment for the successful bids.

The grant initially needed to be paid by 31st March 2020 to come out of the £50k capital grant allocation for 2019/20. This would have utilised the full allocation for that year. Unfortunately due to the Covid -19 pandemic this was delayed.

Furthermore any under spend on the capital grant allocation cannot be rolled forward into 2020/21, therefore these payments (£13,281.40) will have to come out of the £50k allocation for 2020/21.

With this in mind it is requested that 50k to be allocated for the Short Break Capital Grant scheme, with the initial underspend of £13,281.40 utilised for the payment of the successful applicants from the previous financial year.

This would equate to £13,281.40 to fund the successful SBCG applications from last financial year, leaving £36718.60 of capital grant to support new ventures within this financial year.

(Original ODR 1718171).

BOX 3

REASON FOR THE DECISION

Section 25 of the Children and Young Persons Act requires local authorities to provide Short Breaks for families with disabled children. This is set out in the Breaks for Carers of Disabled Children Regulations 2011 (or Short Breaks Regulations 2011), which require local authorities to do three things:

- To ensure that, when making short break provision, they have regard to the needs of different types of carers, not just those who would be unable to continue to provide care without a break;
- To provide a range of short breaks, as appropriate, during the day, night, at weekends and during the school holidays; and
- To provide parents with a short breaks services statement detailing the range of available breaks and any eligibility criteria attached to them.

Following part of the Short Breaks Service Review, and through recent market engagement research. It was found that there is a limited amount of providers offering Short Break activities regularly, leaving less choice for SEND young people. The need for the Capital Grant to support new providers to register as a provider on the DPS will add extra value and sustainability to deliver additional activities for this cohort. Furthermore a new monitoring form has been developed to better review the provision and monitoring can also be further enhanced through Enable Audit which would be completed by providers if stated on their application.

Applications were open to Voluntary, Community and Faith Organisations, Specialist Organisations and Private Companies, providing Doncaster based activities for the target group.

Applications were on an e-form, if possible or paper form in the first instance, accessible from the Local Offer page.

Through feedback from providers it is proposed that the envisaged individual award is for amounts up to £10,000, however the final amount awarded is subject to assessment to ensure that the amount requested is appropriate.

We are reserving the right to:

- Adjust the amount awarded following this process, depending on costings provided
- claw back unspent/unallocated funds

There is a requirement for the successful applicant/organisation to sign a funding agreement detailing the terms and conditions of the grant, which will include any potential clawback.

Following the 2019/20 evaluation of bids by a multi-agency panel, 6 providers were successful in securing Short Breaks Capital Grant Funding, totalling £13,281.40 which initially would have been funded through the remaining allocation for that year. But due to crossing over to the next financial year due to the Covid -19 outbreak this has now moved to the 2020/21 allocation.

Therefore this update is for the 2020/21 Short Break Capital Grant fund to be released, ready to fund successful round 2 applications from 2019/20 and to support new groups in the future.

BOX 4

ALTERNATIVE OPTIONS CONSIDERED

Option 1 (preferred) – to release the 2020/21 50K Short Breaks Capital Fund, to fund the 6 successful applications from 2019/20 and to further increase market development within 2020/21 for the following reasons:

The purpose of the Implementation of a Grant Scheme would be:

- To increase the range of activities available to children and young people with disabilities/SEND across the borough
- To maximise the funds/resources – £13,281.40 to honour payment from 2019/2020 successful applications, leaving budget still available, including new applications from Starting Well to expand the 0-5 offer.
- Improve and promote capacity across the sector/community, including VCF organisations to deliver services and support existing services
- Demonstrable impact in relation to the number of children and young people successfully engaged.
- To monitor any match funding for the capital monies which must be used on equipment.
- To form a partnership panel as part of a tighter governance process, which will determine successful applicants, including Young Commissioners.
- Following a revised application and criteria monitoring of quality of outcomes will be strengthened.
- To ensure Terms and Conditions are established for successful applicants
- To support unsuccessful applicants via a network of partner organisations offering alternative sources of funding or training, for example Expect Youth (UK Youth award programme)
- To increase registered Short Break providers.
- To widen the offer for SEND young people, and increase their engagement.
- To support potential providers who may have financially suffered during the Covid-19 outbreak.

Option 2 – To fund the successful applicants only and release £13,281.40 of the 2020/21 Capital Grant scheme.

- Only last year's applications would have been funded.
- Funds that need to be allocated to those sections of the population most in need would be jeopardised.
- Target group would not fully benefit.
- Market would not fully develop and opportunities to support capacity and growth could be missed for this year.
- Reduced relationship with the voluntary and community based sector.
- Limited offer for SEND young people.

Option 3 – To do nothing.

- Funds that need to be allocated to those sections of the population most in need would be jeopardised.
- Target group would not benefit
- Market would remain underdeveloped and opportunities to support capacity and growth would be missed.
- Reduced relationship with the voluntary and community based sector.
- Limited off for SEND young people.
- Due to the moderation already taken place, there could be reputational damage within the Market if not funded.
- Limited growth for new providers registered on our DPS.

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 an Authority power to purchase goods and services.

Section 25 of the Children and Young Persons Act requires local authorities to provide short breaks for families with disabled children. This is set out in the Breaks for Carers of Disabled Children Regulations 2011 (or Short Breaks Regulations 2011).

Allocation of grant monies must be in accordance with the Financial procedure Rules. Contracts for Services must be in accordance with the Contract Procedure Rules.

A suitable Funding Agreement / Grant Letter should be entered into documenting the arrangement and incorporating claw back provisions to be used if the terms of the Funding are not complied with.

Name: Paula Ablett **Signature:**  **Date:**
14.05.20

BOX 6

FINANCIAL IMPLICATIONS:

This ODR is for release of £13,281.40 of capital monies for short breaks capital grants.

The 2020-21 LOCYP capital programme contains a budget of £50,000 for short breaks expenditure and this is funded by the Basic Need grant.

After this payment the balance of expenditure remaining for future expenditure on short breaks would be £36,718.60

Name: David Armistead _____ Signature:  _____ Date: 12/05/2020 _____

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:

- Applications will be evaluated by the Panel against published eligibility criteria to ensure fair allocation of funding
- Successful applicants will be required to work with children and young people with disabilities/SEND and to demonstrate that the funding is used solely to the advantage of the target group.
- Activities may consist of inclusive universal, targeted and specialist groups
- Providers if stated would utilise funding as Seed to support with strengthening their offer for SEND young people, and become registered on pro-contract.

BOX 9

RISK IMPLICATIONS:

- Funds that need to be allocated to those sections of the population most in need would be jeopardised.
- Target group would not benefit
- Market would remain underdeveloped and opportunities to support capacity and growth would be missed.
- Reduced relationship with the voluntary and community based sector.
- Limited offer for SEND young people.
- Reputational damage to the Council due to applications already going to moderation.
- Short Break Providers unable to grow, and offer a wider service.
- Inability to demonstrate positive impact on the lives of Children and Young People
- Lack of robust governance and monitoring may leave the Council vulnerable to challenge
- Lack of available financial support to VCF organisations and smaller private organisations may lead to reduction in capacity in this already struggling sector.
- Reduced number of registered, quality assured providers.

**BOX 10
CONSULTATION****BOX 11
INFORMATION NOT FOR PUBLICATION**

To be published in full redacting signatures only.

Name: Dean Mangham **Signature**  **Date:** 12/05/20

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

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

**BOX 13
AUTHORISATION**

Name: Riana Nelson **Signature:** _____ **Date:** 17 June 2020

Director of Learning Opportunities, Skills and Culture (DCS)

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 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.