

## 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: 2021/12/PH/FutureParks**

**BOX 1****DIRECTORATE:****DATE: 21/05/21****Contact Name: Ben Russell****Tel. No.: 01302 862960****Subject Matter:****Doncaster Future Parks Monitoring and Evaluation Partner****BOX 2****DECISION TAKEN**

To carry out a tendering exercise to appoint a partner organisation to provide monitoring and evaluation of the entire Doncaster Future Parks (DFP) project. Until March 31<sup>st</sup> 2025.

Sport England funding is secured for this element of the project to take place as part of the DFP programme. The value of the procurement exercise is for £170,000.00; This is for the Support of the monitor and evaluator (50k), the development of a forward plan (10k) and opportunity to share our learning (10k) provide reports on parks usage data (£100k).

The contract will be engaged using the Local Funding Agreement delivery partner Terms and Conditions provided by Sport England currently used on existing partner contracts.

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

By appointing a suitable partner via a procurement exercise, we will be able to take suitable learning through the course of the project. A partner will provide an objective view of the project's pathway and opportunity for reflection and amendment to ensure key targets are met. The insight and metrics of evaluation are defined; however, this is not exclusive and if through the learning process other identifiers are highlighted which support a sustainable evolution of our approaches they can be incorporated.

Within Get Doncaster Moving (GDM) and the Local Delivery Pilot, the process learning is invaluable in ensuring the step changes taken are understood and lessons learnt along the way. Doncaster Future parks is looking at parks provision in its entirety and wishes to emulate GDM's successes. By appointing a partner organisation to carry out monitoring and evaluation specifically for the Future parks the evaluation and learning will complement wider evaluation across Get Doncaster Moving, mirroring a techniques allowing comparison of outputs.

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

If this option is rejected it would not align with the funding. To find an alternative option at this stage would be time consuming and not supportive of the project.

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

1. 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.
2. Section 111 of the Local Government Act 1972 gives the Council the power to purchase goods and services.
3. The procurement of an organisation as an external service provider to provide the services set out in the body of the report in respect of the DFP project must be undertaken in accordance with the Councils contract procedure rules.
4. As the funding for the DFP project is being provided by Sports England the terms of the existing funding arrangement with Sports England must be complied with to ensure the Council does not have a future liability to repay any funding.
5. Legal Services should be consulted at the earliest opportunity to provide support in respect of the existing funding agreement and partner contract documentation, if required.

**Name: Phil Crawley    Date: 28/05/21**

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

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

Doncaster previously secured £2.64m funding from Sport England to deliver the first 3 phases of the Local Delivery Pilot (LDP). Additional Sport England funding of £6.925m has been secured for phases 4 & 5 to deliver key proposals and was approved by cabinet on 11/08/20.

The Future Parks capital project £3.199m is currently in the approved Economy & Environment capital programme. The £170,000 outlined within this report for the Doncaster Future Parks (DFP) project was also part of that grant and no additional funding is required by DMBC.

**Name: Ella Postill    Signature: E Postill/FM-AHWB    Date: 01/06/2021**

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

**BOX 7**

**OTHER RELEVANT IMPLICATIONS**

None identified

**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:**

Through tendering process ensure partner organization holds their own equalities policy.

**BOX 9**

**RISK IMPLICATIONS:**

**Partner organization ceases to exist:**

- Mitigate financial loss implication through contract
- Re-tender process
- Ensure partner has proven record / time served.

**Partner organization fails to meet aims and objectives:**

- Ensure partner has track record, evidence at evaluation stage

**Partner organization brings DMBC into disrepute:**

- Partner organization accountable for actions through contract

**Partner organization encourages/facilitates breach in regulation:**

- Ensure partner has track record, evidence at evaluation stage
- Ensure level of oversight and a definition of governance and boundaries from early stages

**Complete autonomy from partner organization:**

- Maintain working relationship between council, DGSN, partner organization
- Allow for officer capacity to engage with partner, facilitate the first steps and provide clear boundaries and governance
- Ensure aims and objectives are clear

**BOX 10**

**CONSULTATION**

Monitoring and Evaluation was included in the original proposal to Sport England to secure the funding to deliver the Future Parks project. The supporting Documents were agreed on offer of the bid from Sport England.

**BOX 11  
INFORMATION NOT FOR PUBLICATION**

**None identified**

**Name: \_Claire Hewitt\_\_\_\_\_ Signature \_\_\_\_\_ Date: 9/06/2021**

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**

Doncaster Future Parks - Volume 4 Monitoring and Evaluation

**BOX 13  
AUTHORISATION**

Name: Dr Rupert Suckling Signature: \_\_\_\_\_ Date: **09/06/2021**

Director of Public Health

**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.**