

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: LO:CYP/1920048/2020

BOX 1

DIRECTORATE:LO:CYP

DATE: 08/04/2020

Contact Name: Anita Linsdell

Tel. No.:

Subject Matter: Support for School Meals

BOX 2

DECISION TAKEN

- a) To provide financial support to schools delivering free school meals for children in Reception, Year 1 and Year 2, commonly known as a Universal Free School Meal. This includes the offer of a meal or equivalent value food voucher during the period of 6th – 17th April, fully funded by Doncaster Council. Subsequent to this schools will continue to receive their Universal Free School Meal funding at £2.30 per meal. Schools are requested to provide a meal or voucher to the value of their normal per meal price in accordance with need.
- b) To provide a food hamper delivery school meal delivery for those children in Special schools whose parents have requested it. This is 70 children at £15 per week until the end of the academic year or until schools re-open, whichever is the soonest
- c) To provide a voucher for children not on a school roll who receive eligibility benefits £15 per week until the end of the academic year or until schools re-open, whichever is the soonest.

BOX 3

REASON FOR THE DECISION

Doncaster Council want all children to have access to a meal. Under normal circumstances, children in Reception, Year 1 and Year 2 are entitled to a free school meal. During these exceptional times of closures due to Covid 19, children are not accessing this provision. Families accessing benefits are being accessed to check their eligibility for benefit related free school meals. However, many families affected by the reduction of income related to Covid 19 are not entitled to benefits and the impact of additional food costs is significant. This impact remains during the school holiday

period. The cost of providing a meal during the Easter holidays at 100% take up would be £161,423. **An update on actual take up numbers will be known once details of the claims procedure is communicated to schools.**

Doncaster Council is providing a school meal delivery hamper for children on roll at special schools where there family requests it. This is due to the number of families self isolating or shielding due to their children's vulnerability. The maximum cost would be £13,650.

Doncaster Council will provide a FSM voucher to children meeting eligibility criteria who are not yet on a school roll. This will be a maximum cost of £5,460. This currently stands at 28 children.

BOX 4

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED

The alternative is not to fund this which will put many families into hardship

BOX 5

LEGAL IMPLICATIONS

Under s1 of the Localism Act 2011 the Local Authority is given a general power of competence to do anything that individuals generally may do unless prohibited in law. In addition s17 of the Children Act 1989 places a duty on local authorities to promote and safeguard the welfare of children in need in their area. Considering the current exceptional situation with the financial impact on many families, the Local Authority considers it reasonable and proportionate to implement the measures contained in this decision. The availability of the offer has been promoted through schools and on social media but it is likely that the uptake will be far less than all the eligible KS1 children in the borough and it will be funded through central government's COVID grant.

Name: Helen Potts Signature:  Date: 14/4/20

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

BOX 6

FINANCIAL IMPLICATIONS:

The maximum cost of this decision, which is to be funded from the government COVID emergency funding grant, is estimated at £200k, but likely to be closer to £100k.

In relation to each decision point:

- a) The maximum amount of £161k is based on the total number of children who are eligible for Universal Infant Free School Meals (UIFSM), 8,773 according to the last service

measure, at a cost of £2.30 (DfE funding rate for UIFSM) per child for the 8 days of the Easter school holiday. The final figure will be dependent upon actual take up, determined directly between families and schools, and then subsequently schools will be required to submit claims for the actual costs to the LA / ODR author for their actual additional costs relating to this. Please note that this element of the decision has already been approved as part of the Executive Decision Record and Report in respect of Rule 16 Special Urgency Key Decision taken by Mayor Ros Jones - COVID-19 Pressures Funding of £10.09m, Hardship Fund of £2.99m and the Mayors 10-point Action Plan.

- b) The costs of providing a food hamper delivery for those children in Special schools whose parents have requested it is estimated at a maximum cost of £13,650 for 70 children at £15 per week until the end of the academic year or until schools re-open, whichever is the soonest.
- c) The cost to provide a voucher for children not on a school roll who receive eligibility benefits at £15 per week until the end of the academic year or until schools re-open, whichever is the soonest is estimated at £5,460 for 28 children.

The claims process and related deadlines still need to be determined and communicated to schools but is expected to be informed by the claims process that the DfE have issued some initial guidance on, in relation to schools claiming other exceptional COVID related costs direct from the DfE (which for instance will include the costs for providing meals/vouchers for Free School Meal eligible children during Easter, but does not provide for UIFSM children hence an element of this decision, but the DfE claims process for exceptional schools' COVID costs will not apply to schools who are intending to add funds to their overall reserves during the 2020/21 financial year (i.e. that have an in year budget surplus) whereas the costs of UIFSM through this decision are expected to be funded by the LA in all cases, where claimed for by individual schools).

Name: Stephen Boldry

Signature: 

Date: 07/05/20

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).

This decision has been taken with due regard to the Equalities Act 2010. Communication with schools and families has taken place to ensure consistency of access

BOX 9

RISK IMPLICATIONS: (To be completed by the author)

This is low risk.

BOX 10

CONSULTATION

Consultation has taken place with colleagues in Finance, Legal Services and with Headteachers and School Business Managers

BOX 11

INFORMATION NOT FOR PUBLICATION

There is no restricted information

Name: Anita Linsdell

Signature: [REDACTED]

Date: 08.04.2020

Signature of FOI Lead Officer for service area where ODR originates

BOX 12

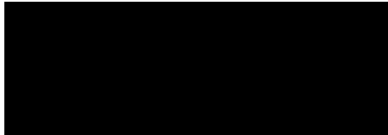
BACKGROUND PAPERS

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: Debbie Hogg Signature :



Date: 7.5.21

Director of Corporate Resources

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

YES/NO

If yes please authorise below:

Name: _____ Signature: _____ Date: _____

Director/Assistant Director of _____

Consultation with Relevant Member(s)

Name: _____ Signature: _____ Date: _____

Designation _____

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.