

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: 2223019

BOX 1**DIRECTORATE: LO:CYP****DATE: 10/06/22****Contact Name: Angela Harrington****Tel. No.:****Subject Matter: Service Transformation Fund – additional funding for Commissioning Lead****BOX 2****DECISION TAKEN**

To utilise funding identified through the Service Transformation Fund of £42,885 to provide additional temporary capacity to support the Commissioning function across the directorate: 1 year term FTE Commissioning Lead (Grade 9)

BOX 3**REASON FOR THE DECISION**

Additional capacity is required to support the commissioning elements of a number of strategies across the directorate to facilitate transformation and cost effective models of delivery. Support is also required for the transition by DCST into Doncaster Council with support for the novation of contracts.

BOX 4**ALTERNATIVE OPTIONS CONSIDERED AND REJECTED**

Increasing capacity will provide immediate resource. Without capacity to support the commissioning functions there is a risk to adhering to corporate procurement regulations, ensuring contract monitoring and best value and quality of provision to ensure the best outcomes for children, young people and their families.

BOX 5**LEGAL IMPLICATIONS**

S112 of the Local Government Act 1972 allows a local authority to appoint such officers as are necessary for the proper discharge of its functions, on such reasonable terms and conditions as it thinks fit. Salary grade should be determined by job evaluation.

It is advisable to set up a temporary contract for a fixed term. In order for liability in relation to unfair dismissal, to be limited there must be a legitimate reason for a fixed term contract and the employee must be made aware of this reason and of the anticipated length of the contract at the commencement of the contract. After the 4th year of renewal the employee may be entitled to the position on a permanent basis.

If the length of the contract exceeds 1 year upon termination the employee may be entitled to be placed on the redeployment register and after 2 years may be entitled to a redundancy payment.

The Fixed Term Employees (Prevention of Less Favourable Treatment) Regulations 2002 confirm that employees should not be treated less favourably on the ground they are fixed term unless this is objectively justified. Less favourable treatment means, but is not limited to pay and terms and conditions.

It is important that sight is not lost of the Council's recruitment, retention, and vacancy management policies, which should be followed.

Name: Chloe Davies

Signature: 

Date: 14/6/22

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

BOX 6**FINANCIAL IMPLICATIONS:**

The cost of this decision, based on the current 2022/23 pay grades including on costs, and subject to scale point appointed too, is between £42,885 to £48,270 as detailed in the table below:

Post Title	Grade/Basis	Cost £
Min scale point		Cost £
Mid scale point		Cost £
Max scale point		

1 FTE x Commissioning Lead Grade 9 – 1 year fixed term		
		42,885
		45,460
		48,270

The post is to be funded from an £89,000 allocation for LOSC Transformation from the Service

Transformation Fund (STF).

The STF was established to target investment that will deliver future cost benefits, be it savings, better value for money, increased income or reduced costs and cost pressures. There is a finite resource available and therefore the fund needs to be prioritised and should be only accessed as a last resort after considering other options, starting with the effective use of staff resources.

Officer decisions in relation to the STF need to be approved by the relevant Director and the Chief Financial Officer in consultation with the Chief Executive.

Name: Aaron Bathgate

Signature: 

Date: 17/06/2022

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).

Ensuring improvement to services will significantly support the ability of vulnerable children and their families to access services when they most need them.

BOX 9

RISK IMPLICATIONS: (To be completed by the author)

Failure to commission services could represent a risk to the sufficiency of services for young people.

Failure to effectively ensure contract manage for commissioned services could represent poor outcomes, safeguarding issues and lack of value for money.

There are no risks to increasing capacity in this area, as funding has already been provided and this post will support the annual commissioning plan.

BOX 10

CONSULTATION

The funds have already been agreed following discussion in a range of forums and senior level sign off within the council.

BOX 11
INFORMATION NOT FOR PUBLICATION
None

Name: Angela Harrington Signature: [REDACTED] Date:6/05/22

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: 23.06.2022

Director of Learning Opportunities and Skills (DCS)

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

YES

If yes please authorise below:

Name: Faye Tyas Signature:



Date: 24 June 2022

Name: Damian Allen



Dare 28.6.22

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.