Delegated Decision Notification – Pupil ref 636475

This form is used both to give notice of an officer's intention to make a Key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended will be made, or that has been made. Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

LEAD DIRECTOR[i]:	The Director of Children and Families
SUBJECT[ii]:	Approval for a 52 week residential placement at a Specialist College outside the local authority, that can meet the needs of a young person with autism and additional learning needs.
DECISION DETAILS[iii]:	The Deputy Director, Learning agreed the contents of a business case in respect of a child or young person with complex needs and the individual costs exceed £100,000. Placement in the Authority's own College settings has been considered and explored. Following consultation, none of these provisions are able to meet the needs of the young man thus requiring the local authority to seek provision elsewhere. The authority has a statutory duty to make provision for this child whilstever he has an Education Health and Care Plan (EHCP) up to the age of 25 years The cost of this placement is £251k per annum. It is considered in the public interest that information contained in the business case is exempt from publication as it relates to a vulnerable child or young person within the City and the actions taken are to enable that person to receive their entitlement to a Post 19 education as well as for reasons of safeguarding.
TYPE OF DECISION:	☐ Key Decision (Executive) Is the decision eligible for call-in?[iv] ☐ Yes ☐ No Is the decision exempt from call-in?[v] ☐ Yes ☐ No ☒ Significant Operational Decision (Council or Executive[vi] – not subject to call-in) ☐ Administrative Decision (Council or Executive[vii] – not subject to publication or call-in)
NOTICE[viii] / CALL-IN (KEY DECISIONS ONLY):	Date the decision was published in the List of Forthcoming Key Decisions: If not on the List of Forthcoming Key Decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:- If exempt from call-in, the reason why call-in would prejudice the interests of the Council or the public:-

AFFECTED WARDS:			
DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member	Date consulted:	Interest disclosed?[ix] ☐ Yes (Date of dispensation:) ☒ No
	Ward Councillor	Date consulted:	Interest disclosed? ☐ Yes (Date of dispensation:) ☒ No
	Others[x] (please specify:)	Date consulted:	Interest disclosed? ☐ Yes (Date of dispensation:) ☒ No
CAPITAL INJECTION APPROVAL REQUIRED:	Injection approval required? ☐ Yes ☒ No (If yes, you must complete the Approval box below)		
CAPITAL INJECTION APPROVAL	(Name:) (Title:)	Capital Scheme Number: XXXXX / XXX / XXX Date:	
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number	Contract Title Supplier	
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation Timescales for implementation[xi]		
CONTACT PERSON:	Miss Lyn Abbott SEN Casework Team Leader	Telephone number[xii]: 0113 3785256	

DECISION MAKER / AUTHORISED SIGNATORY[xiii]:	(Name: Phil Mellen)	Date: 4/6/19

[i] The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.
[ii] A brief title should be inserted here. If the decision is Key and has appeared on the List of Forthcoming Key Decisions, the title of the decision should be the same as that used in the List.
[iii] Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.
[iv] See the Executive and Decision Making Procedure Rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant Scrutiny Board. This includes a decision which has been modified by the decision maker following a recommendation by a Scrutiny Board after call-in of the earlier decision.
[v] If the decision is exempt from call-in a reason must be provided in the 'Notice / Call-In' box and in the report. The call-in period expires at 5pm on the 5th working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6th working day.
[vi] If the decision would have been a Key decision but for an exception set out in Article 13.6.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).
[vii] Administrative Decisions do not need to be published on the Council's website but this form may be used for internal recording of the decision.
[viii] All Key decisions should appear on the List of Forthcoming Key Decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.
[ix] No Member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.
[x] This may include other elected Members, officers, stakeholders and the local community.
[xi] Please include proposed timescales for commencement and / or completion of implementation as appropriate.
[xii] Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the Council.
[xiii] The signatory must be duly authorised by the Lead Director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For Key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.