

Record of Officer Decision

This form is the written record of a key or significant operational decision taken by an officer.

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision																					
Director	Director of Children & Families																						
Contact person:	Michelle Whippey`	Telephone number: 0113 3785422																					
Subject¹:	Adoption Support Fund: Covid 19 Scheme																						
	<p>What decision has been taken?²</p> <p>The Head of One Adoption West Yorkshire agreed the following recommendations in relation to the Adoption Support Fund: Covid 19 Scheme</p> <ol style="list-style-type: none"> 1. To receive income to the value of £311,263.02 from the Adoption Support Fund (ASF) Covid 19 Scheme to support Covid 19 activities across West Yorkshire. The Dept. for Education (DfE) funded scheme is additional ring-fenced money to provide an emergency response to the Covid 19 disruption to adoptive families and therefore does not add any additional pressures on the LCC budget 2. To approve expenditure of £311,263.02 on adoption support services via the following procurement and delivery routes <p>2 (i) - The invocation of Contract Procedure Rules 7.1 and 7.2 to award low value contracts direct to the following providers. The relevant Chief Officer believes that it represents Best Value for the Council to make these direct appointments</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-bottom: 10px;"> <thead> <tr> <th style="text-align: left;">Provider</th> <th style="text-align: left;">Service</th> <th style="text-align: left;">Value</th> </tr> </thead> <tbody> <tr> <td>National Association of Therapeutic Parents (NATP)</td> <td>NATP annual membership</td> <td>£4,500</td> </tr> <tr> <td>Relate</td> <td>Couples counselling to 20 families</td> <td>£10,000</td> </tr> <tr> <td>Partnership Projects</td> <td>Online parent courses and additional support online</td> <td>£15,720</td> </tr> <tr> <td>Neil Dowsland</td> <td>Attachment-Focused EMDR course</td> <td>£6,000</td> </tr> </tbody> </table> <p>Total value of awards under CPR 7.1 and 7.2 is £36,220</p> <p>2 (ii) - The waiver of Contract Procedure Rules 8.1 and 8.2 to award intermediate value contracts direct to the following providers for a period of 5 months from May 2020 – 30 Sept 2020</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Provider</th> <th style="text-align: left;">Service</th> <th style="text-align: left;">Value</th> </tr> </thead> <tbody> <tr> <td>Grandparents Plus</td> <td>Membership</td> <td>£35,000</td> </tr> </tbody> </table>		Provider	Service	Value	National Association of Therapeutic Parents (NATP)	NATP annual membership	£4,500	Relate	Couples counselling to 20 families	£10,000	Partnership Projects	Online parent courses and additional support online	£15,720	Neil Dowsland	Attachment-Focused EMDR course	£6,000	Provider	Service	Value	Grandparents Plus	Membership	£35,000
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¹ 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

² Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.

Grandparents Plus	Support 2 x project workers for 3 days a week to a maximum value of £54,000	£54,000
Adoption UK	AUK annual membership	£30,000
Adoption UK	Peer support	£47,630

Total value of waivers under CPR 8.1 and 8.2 is £166,630

2 (iii) – Variation of contract DN402404 with Family Action to include enhanced telephone support and 4 x virtual support packages. The maximum value of the variation is £96,047.26. Contract DN402404 is a call off from the regional Independent Adoption Services framework contract DN330227, which was commissioned by North Yorkshire County Council on behalf of Yorkshire and the Humber regional adoption agencies

2 (iv) - In-house provision – non-commissioned:

- Provision of an agency social worker to backfill redeployed posts to the value of £12,365.76

A brief statement of the reasons for the decision³

The Adoption Support Fund (ASF) Covid 19 scheme was offered by the DfE in recognition that families would require alternative support throughout this period. Some providers could not deliver their services in the traditional way

A DfE report published on 10 April 2020 stated that the therapies available through the ASF Covid 19 scheme will be delivered alongside those already offered by the Adoption Support Fund, such as music activities, play therapy and family support sessions. The Covid 19 fund will be flexible so that local authorities and regional adoption agencies have discretion to spend their share of the money on the support that adoptive families in their areas need most at this time. The funding aims to help fill gaps in provision caused by the impact of Covid 19.

The funding will enable One Adoption West Yorkshire (OAWY) to expand and enhance some of their existing services which are currently limited by budgets, to deliver to a larger number of adoptive families. OAWY will also commission some new preventative support services that were not needed before Covid 19 lockdown, but are now a requirement due to increased tensions in adoptive families. New therapies will support coping mechanisms and reduce isolation to prevent family breakdown.

£334,229.53 was made available to the West Yorkshire region to support adoptive and special guardian families, via an application process. The funding is time limited and applications need to demonstrate which of the ASF outcomes will be met in this period.


OAWY submitted an initial bid for £311,263.02. This was approved in full on 7 May 2020.

Interventions with families are to be completed by 30 Sept 2020 unless it links to annual upfront payments such as memberships. This timeline is subject to ongoing review by ASF, in line with government guidelines.

³ Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

	<p>Advice has been sought from PACS to ensure all commissioned services are in compliance with procurement regulations.</p> <p>Contracts will be awarded to a range of existing and new providers for a variety of support services. New areas of work not normally in scope for ASF are permissible under the Covid 19 scheme, therefore a contract will be awarded to Relate counselling services as they are specialists in trauma and attachment.</p> <p>Brief details of any alternative options considered and rejected by the officer at the time of making the decision</p> <p>Consultation was carried out with adoptive families and special guardians to understand what support they require during the Covid 19 lockdown period. OAWY then approached all voluntary agencies in Y&H to ask them what they could offer to families. Some organisations could not deliver online support so they were rejected. The remaining offers that matched family's requirements were subjected to best value negotiations before agreeing a price.</p> <p><u>Reason for waivers at 2 (ii)</u></p> <p>Approval is requested to waive CPRs 8.1 and 8.2 as it will not be possible to subject these services to a competitive tender process within the strict emergency timeframes.</p> <table border="1" data-bbox="416 1010 1441 1576"> <tr> <td data-bbox="416 1010 1098 1144">There is a genuine, unforeseeable emergency meaning there is no time to go through a procurement process e.g. to deal with the consequences of extreme weather.</td> <td data-bbox="1098 1010 1310 1144"><input checked="" type="checkbox"/> Yes</td> <td data-bbox="1310 1010 1441 1144"><input type="checkbox"/> No</td> </tr> <tr> <td data-bbox="416 1144 1098 1240">To purchase supplies or services on particularly advantageous terms due to liquidation/administration.</td> <td data-bbox="1098 1144 1310 1240"><input type="checkbox"/> Yes</td> <td data-bbox="1310 1144 1441 1240"><input checked="" type="checkbox"/> No</td> </tr> <tr> <td data-bbox="416 1240 1098 1337">Requirement to put a contract in place with a current provider whilst a review of the services is completed.</td> <td data-bbox="1098 1240 1310 1337"><input type="checkbox"/> Yes</td> <td data-bbox="1310 1240 1441 1337"><input checked="" type="checkbox"/> No</td> </tr> <tr> <td data-bbox="416 1337 1098 1431">Ran out of time to undertake a new procurement exercise</td> <td data-bbox="1098 1337 1310 1431"><input type="checkbox"/> Yes</td> <td data-bbox="1310 1337 1441 1431"><input checked="" type="checkbox"/> No</td> </tr> <tr> <td data-bbox="416 1431 1098 1576">Other (please provide summary here) Government response to Covid 19 emergency. Funding available at short notice for a limited period of time.</td> <td data-bbox="1098 1431 1310 1576"><input checked="" type="checkbox"/> Yes</td> <td data-bbox="1310 1431 1441 1576"><input type="checkbox"/> No</td> </tr> </table>	There is a genuine, unforeseeable emergency meaning there is no time to go through a procurement process e.g. to deal with the consequences of extreme weather.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	To purchase supplies or services on particularly advantageous terms due to liquidation/administration.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Requirement to put a contract in place with a current provider whilst a review of the services is completed.	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Ran out of time to undertake a new procurement exercise	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	Other (please provide summary here) Government response to Covid 19 emergency. Funding available at short notice for a limited period of time.	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
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Affected wards:	N/A															
Details of consultation undertaken⁴:	Executive Member Ward Councillors															

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

	Others Adoptive and special guardian families	
Implementation	Officer accountable, and proposed timescales for implementation Julie Chew, Service Delivery Manager (OAWY). Implementation will begin week commencing 11 May 2020	
List of Forthcoming Key Decisions⁵	Date Added to List:- N/A	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s)	
	Signature	Date
Call In	Is the decision available ⁶ for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ⁷ Sarah Johal	
	Signature 	Date: 28/5/20

⁵ Complete this section for key decisions only

⁶ Significant operational decisions are never available for call in. Key decisions are always available for call in unless they have been exempted from call in.

⁷ Give the post title and name of the officer with appropriate delegated authority to take the decision.