

Delegated Decision Notice (DDN)

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input checked="" type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Children and Families		
Contact person:	Phil Evans	Telephone number: 0113 378 2542	
Subject²:	Caring Dads Service		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call-in etc.)</p> <p>The Director of Children and Families agreed to:</p> <ul style="list-style-type: none"> a) Note the consultation exercise undertaken in relation to a budget proposal to consider ceasing the currently provided 'Caring Dad' Service. b) Approved the cessation of the currently provided 'Caring Dads' Service. c) Approved that all necessary HR matters arising from the decision to cease the Service be undertaken with affected staff. <p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>This decision relates to a saving proposal agreed by Executive Board and a budget reduction agreed by Full Council. The attached report sets out the background for the decision; the rationale for the decision; the consultation and engagement around the decision with recognised Trade Unions and staff and also sets out that following the decision there will be engagement with the directly impacted staff in terms of employment matters and the application of the Council's agreed Managing Staff Reductions arrangements.</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² 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

³ Simply refer to supporting report where used as these matters have been set out in detail.

	Options other than ceasing the Service were considered both during the proposal stage i.e. before Executive Board consideration and also after the proposal was agreed however given the scale of the financial challenges faced no alternative options appeared viable.
Affected wards:	
Details of consultation undertaken⁴:	Executive Member Cllr Venner, Executive Member for Children's Social Care and Health Partnerships
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others Recognised Trade Unions followed by engagement with potentially impacted staff.
Implementation	Officer accountable, and proposed timescales for implementation The responsible officer will be Head of Children's Social Work. Implementation will be immediate
List of Forthcoming Key Decisions⁷	Date Added to List:-
	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) approval Signature _____ Date _____
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	If published late relevant Executive member's approval Signature _____ Date _____


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

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

Call-in	Is the decision available ⁹ 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 ¹⁰ Julie Longworth, Director of Children and Families		
	Signature	Date: 1/5/24	
			

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call-in. Key decisions are always available for call-in unless they have been exempted from call-in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.