

## Delegated Decision Notice

### PART A<sup>1</sup>

Use this form to record the fact that an officer or the Leader is going to take or has taken a key decision or a publishable administrative decision.

(See Article 13 for definitions of categories of decision, and the Executive and Decision Making Procedure Rules for requirements in relation to publication.)


<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Publishable Administrative Decision
<b>Reason for publication</b>	<input type="checkbox"/> In excess of £500,000 <input type="checkbox"/> Significant Impact in an area the size of one ward or more	<input checked="" type="checkbox"/> Over £250,000 <input type="checkbox"/> Below £250,000 and other reason for publication
	Date added to List of Forthcoming Key Decisions:	
<b>Director<sup>2</sup></b>	The Director of Children & Families	
<b>Contact person:</b>	Santi Franceschino	Telephone number: 0113 336 8641
<b>Subject<sup>3</sup>:</b>	Permission to procure Targeted Short Breaks through a competitive grants process	
<b>What decision will be / has been taken?</b>	<p>The decision maker has approved the recommendations <b>set out in the report</b> attached.</p> <p>In addition the decision maker approves the decisions <b>set out below</b>: (Set out all necessary decisions to be taken by the decision taker including exempt information, exemption from call in etc.)</p> <p>The Chief Officer Resources, Transformation and Partnerships has given their approval to procure providers that will deliver Targeted Short Breaks through a competitive grant process. Commissioned Providers will continue the delivery of targeted short breaks and ensure this support remains in place for C&amp;YP with SEND and their families/carers. The Grants will cover the period from 1<sup>st</sup> Oct 2024 for 18 months at a value of up to £317,500 per annum. There will be no options to extend once the agreements end on 31<sup>st</sup> March 2026.</p> <p>The Chief Officer Resources, Transformation and Partnerships Families has given their approval of payment in advance to the grant recipients. Payment in advance is crucial to small, third sector organisations so that they can effectively manage budgets and cash flow to deliver the service. This has been the payment method used over the last ten or so years for services commissioned via the competitive grants process. Payments will be made on a half yearly basis in April and October. Providers will be subject to a financial checking process using the CreditSafe facility.</p>	

<sup>1</sup> Complete for ALL publishable decisions (key and administrative)

<sup>2</sup> Director with delegated responsibility set out in Constitution for function to which decision relates.

<sup>3</sup> 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

## Delegated Decision Notice

<b>Decision details:</b>	Set out in report attached. <input checked="" type="checkbox"/>	
<b>EDCI</b>	Screening attached <input checked="" type="checkbox"/>	Assessment (EIA) attached <input type="checkbox"/>
<b>Approval of publication of Decision</b>	Authorised decision maker <sup>4</sup> Phil Evans – Chief Officer, Resources, Transformation and Partnerships	
	Signature 	Date 31/7/24

### Information for monitoring purposes

<b>Approximate value<sup>5</sup></b>	Proposed Expenditure £317,500	Anticipated Saving n/a	Anticipated Income n/a
--------------------------------------	----------------------------------	---------------------------	---------------------------

<sup>4</sup> Give the post title and name of the officer with appropriate delegated authority set out in Director's sub-delegation scheme.

<sup>5</sup> Over lifetime of decision (or one year if decision open-ended)

## Delegated Decision Notice

### PART B URGENT KEY DECISIONS AND APPROVALS ONLY

Complete Part B for key decisions only where urgency provisions have been used.

<b>List of Forthcoming Key Decisions<sup>6</sup></b>	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> agreement of Scrutiny Chair that decision is urgent and cannot reasonably be deferred. Relevant Scrutiny Chair: Signature <span style="float: right;">Date</span>

<b>Publication of report<sup>7</sup></b>	If not General Exception or Special Urgency but published at short notice, the reason why not possible to give five clear working days notice of the report prior to decision being taken:
	<b>If report published at short notice</b> relevant Executive member's approval. Relevant Executive Member: Signature <span style="float: right;">Date</span>

<b>Call In<sup>8</sup></b>	Is the decision available for call-in? <input type="checkbox"/> Yes <input type="checkbox"/> No
	<b>If exempt from call-in<sup>9</sup></b> , the reason why decision is urgent (i.e. that any delay would prejudice the interests of the council or the public):

<b>Following Call In<sup>10</sup></b>	<b>If decision confirmed by Director following call-in</b> , the reason why the decision is urgent and cannot reasonably be deferred until considered by Executive Board:
	Agreement of relevant Executive Member that decision is urgent and cannot be deferred: Relevant Executive Member:
	Signature <span style="float: right;">Date</span>

<sup>6</sup> See Rule 5.1 to 5.3 of the Executive and Decision Making Procedure Rules for further detail.

<sup>7</sup> See Rule 5.4 of the Executive and Decision Making Procedure Rules for further detail

<sup>8</sup> See Rule 8 of the Executive and Decision Making Procedure Rules for further detail.

<sup>9</sup> Remember to add a decision in Part A so that decision maker determines that decision is exempt from call-in.

<sup>10</sup> See Rule 8.2.6.a of the Executive and Decision Making Procedure Rules for further detail.

# Delegated Decision Notice