

**OFFICER DELEGATION SCHEME  
RECORD OF OPERATIONAL DECISION**



**TO BE UPLOADED TO THE E-MEETINGS MANAGER**

<b>Date:</b> 05/11/2019	<b>Ref No:</b> CS 586
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input checked="checked" type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>
<b>Status:</b> Non-key	
<b>Title/Subject matter:</b>	
Extension of contract for the provision of Short Break Services for Children with Disabilities in Bury	
<b>Budget/Strategy/Policy/Compliance – Is the decision:</b>	
(i) within an Approved Budget	Yes – TTG1200
(ii) not in conflict with Council Policy	Yes
(iii) not raising new issues of Policy	Yes
<b>Equality Analysis</b> [Does this decision change or make policy; change or make procedure or working practice? An Equality Analysis must be completed to assess the impact on equality and the relevance of the Public Sector Equality Duty. This should be signed off by your departmental equality representative and accompany this decision form. Please forward a copy to the Equality email for publication].	No
	<b>Signed: (By EA Officer)</b> _____ <b>Date:</b> _____
<b>Details of Operational Decision Taken [with reasons]:</b>	
<p>The current contracts for Short Breaks for Children with Disabilities have been in place since 1<sup>st</sup> April 2016 and are due to expire on 31<sup>st</sup> March 2020.</p> <p>To enable the analysis of need and for the new service specification to be co-designed and developed with children and young people and parents/carers the current contracts will need to be extended for the joint commissioning process to take place in a timely way.</p> <p>The current contracts will continue to be to monitored and reviewed during the extension period to ensure they continue to meet the needs of children and young people with disabilities in Bury.</p>	

The recommendation is for a 6 month extension from 1<sup>st</sup> April 2020 to 30<sup>th</sup> September 2020 to be approved with the forecasted value as below:

Service	Provider	No. of children and young people who access the service	Forecasted Demand £ for Year 5 – 01/04/20 to 30/09/20
Specialist Support for Challenging Behaviour	Together Trust	6	£42,000
Outreach Support	Together Trust	10	£18,500
Individual Support at Home/Community	Carers Trust 4all	40	£140,000
Social Group Activities – Term Time and Holidays	Action for Children	75	£150,000
<b>Totals</b>			<b>£350,500</b>

Decision taken by:	Signature:	Date:
Executive Director	Karen Dalton	7/11/19.
<b>Members Consulted [see note 1 below]</b>		
Finance		
Cabinet Member/Chair	T. Tee	12/11/19
Lead Member		
Opposition Spokesperson	Mr A Park	10/01/19

#### Notes

1. It is not generally a requirement to consult with any Members on Operational Decisions but where an Executive Director considers it necessary to consult with the appropriate Cabinet Member and/or Lead Member, they must sign the form so as to confirm that they have been consulted and that they agree with the proposed action. The signature of the Opposition Spokesperson should be obtained to confirm that he/she has been consulted.
2. **This form must not be used for urgent decisions.**