

**OFFICER DELEGATION SCHEME  
RECORD OF OPERATIONAL DECISION**



**TO BE UPLOADED TO THE INTERNET BY DEMOCRATIC SERVICES**

<b>Date:</b> 24 June 2020	<b>Ref No:</b> CS626
<b>Type of Operational Decision:</b>	
<b>Executive Decision</b> <input checked="" type="checkbox"/>	<b>Council Decision</b> <input type="checkbox"/>
<b>Status:</b> For Publication	
<b>Title/Subject matter:</b> Care Leavers Fund	
<b>Budget/Strategy/Policy/Compliance</b> – Is the decision:	
(i) within an Approved Budget	Yes
(ii) in accordance with Council Policy	Yes
<b>Equality Impact Assessment</b> [Does this decision change policy, procedure or working practice or negatively impact on a group of people? <b>If yes</b> – complete EIA and summarise issues identified and recommendations – forward EIA to Corporate HR]	n/a

## **Details of Operational Decision Taken :**

The Council's budget resolution included the establishment of a Care Leaver Fund. Funding of £100k over a 2 year period was made available and officers were tasked with developing a scheme for allocating the funding. The Care Leaver Fund will be allocated based on need and this will be monitored by the Friends of Bury Care Experienced Young People constituted group.

In order to access the funding, the request must be made by the Care Leaver themselves via their worker.

The funding cannot be used to replace any support/services/goods that should be provided under statutory services.

If the funding sought is directly due to the COVID 19 outbreak, funding should first be sought via the COVID 19 fund.

The funding sought must fit into one of the following criteria:

### **Eligibility criteria:**

Requests for funding will be made by Care Leavers and cannot be used to replace any support/services/goods that should be provided under statutory services.

The proposed eligibility criteria is:

### **Promote the involvement of care experienced young people in decision making**

- a) Enabling the participation of care experienced young people in decision making processes
- b) Ensure access to wider participation experiences
- c) Ensuring that care experienced young people's voices are heard and included in all funded projects

### **Support care experienced young people into independence**

- a) To enable support with setting up home
- b) To enable support with accessing transport
- c) To enable access to digital technology

### **To increase the opportunities, experiences and aspirations of Bury's care experienced young people (up to 25) to advance in life.**

- a) Enabling the provision and resource centre for care experienced young people to be accessed at times convenient to them.
- b) To enable the provision of advocacy support
- c) To enable the provision of day trips, events, sporting activities of all types and residential breaks.
- d) Creation of provision of an Emergency Fund for care experienced young people to remove barriers.

### **Advance the education of those persons in particular but not exclusively by enabling the provision of training and support**

- a) To enable the provision of advice and support regarding education and training
- b) To enable the provision of training in such as life skills, including cooking, budgeting, hygiene, health and nutrition.
- c) To enable assistance being provided to aid care experienced young people in accessing educational and developmental opportunities
- d) To assist with additional on-costs of mentoring for care experienced young people.

**Promote the good, mental and physical health of care experienced young people**

- a) Enabling the provision of relevant training such as self-esteem and confidence building and health and wellbeing of body and mind.
- b) Enabling the provision of support which offers a balance between fun and practical support (emotional and other) to ensure good mental and physical health for care experienced young people, with the objective of them living a healthy lifestyle.
- c) Ensuring that care experienced young people have access to appropriate health assistance including counselling and information services.

PLEASE NOTE: Funding for items, support or goods that are a direct result of the COVID-19 outbreak should first be sought from the Extra Funding available to Departments to cover the extra cost of the Coronavirus outbreak.

**Governance Arrangements**

The Care Leaver Fund will be allocated based on need and this will be monitored by the Friends of Bury Care Experienced Young People constituted group.

To ensure an audit trail for all spend, receipts MUST be kept.

During COVID 19, staff must comply with social distancing policies and should not put themselves at undue risk to purchase items. In the first instance, online outlets should be used to purchase goods using the IYSS credit card. If this is not possible (due to urgency/availability) staff must discuss with their manager.


A dedicated email is being set up for applications for this fund. Details to follow.

**Funding**

Funds from £0-£50 can be spent by staff at their discretion using the Youth Service Credit Card or following discussion with manager on how to get the funding. Receipts, recipient and goods detail to be sent to Constituted Group.

Funds from £50 -£100 should be agreed by the Line Manager. Receipts, recipient and goods detail to be sent to Constituted Group.

Funds over £100 should be applied for via the Proforma and signed off by two members of the Constituted Group. We will endeavour to respond to all requests within 48 working hours.

<b>Decision taken by:</b>	<b>Signature:</b>	<b>Date:</b>
Executive Director or Chief/Senior Officer	Karen Dalton .	24 June 2020
<b>Members Consulted [see note 1 below]</b>		30 June 2020
Cabinet Member/Chair		
Lead Member		
Opposition Spokesperson		

**Notes**

1. It is not generally a requirement to consult with any Members on Operational Decisions but where a Chief Officer 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.**