

Nottingham City Council Delegated Decision



Nottingham
City Council

Reference Number:	4099
Author:	Deborah Hemsley
Department:	Children and Adults
Contact:	Deborah Hemsley (Job Title: Executive Officer, Email: debbie.hemsley@nottinghamcity.gov.uk, Phone: 0115 865151)
Subject:	Child Friendly City Programme
Total Value:	Up to £500,000 (Type: Revenue)
Decision Being Taken:	<p>1) For the Council to enter into a 3-year project with Small Steps Big Changes (SSBC) to achieve a Child Friendly City status for Nottingham.2) To delegate authority to the Corporate Director for People to extend the project for a further 2 years if appropriate, at the end of the initial 3-year term.3) To appoint a Child Friendly Programme Lead, to support the project at a maximum cost of £45,000 per annum of the appointed £100,00 budget per year.. The funding is being approved by the Portfolio Holder as an executive decision and the establishment of the post is being approved by the Corporate Director under Delegation 16. 4) To delegate authority to the Corporate Director for People to sign the contract with SSBC.</p>
Reasons for the Decision(s)	<p>Nottingham City Council embraces the aspiration for children and young people to be at the heart of everything that we do. We want to focus our approach upon future planning and policies to ensure that children's rights are at the core of all our decision-making, we want Nottingham to be a city where all children and young people are listened to; we want to make sure children and young people are involved in the decisions that affect their lives. We want our services to actively engage children and young people and use their views and experiences to inform plans and improve outcomes for both themselves and our services. To take this initiative forward full commitment is required by the Council as this project must be Council-led and owned. SSBC will fully fund the initiative and have committed £100,000 each year for 3 years (or up to 5 years, later by agreement). SSBC will hold the allocated budget and will purchase and pay invoices for project-related costs, following their own procurement policies and processes. The £100,000 per year will fund:*An annual fee for UNICEF- approx. £30,000*A full-time post for a Child Friendly City Programme Lead, to be recruited by and employed by the Council (H grade position approx.£33-35.000 with on costs approx. £40-45,000).*Resources to drive and promote Child Friendly Nottingham.</p>

Other Options Considered:	1) To do nothing: this is not a viable option and was rejected, as it is an ambition of the Council and SSBC for Nottingham to become a Child Friendly City. We want our city to be a great place for children and young people to live, a place where their rights are widely understood and respected, and a city where participation makes a real difference.
Background Papers:	None
Published Works:	None
Affected Wards:	Citywide
Colleague / Councillor Interests:	Councillor Cheryl Barnard (Portfolio Holder for Children and Young People) and Councillor Chantal Lee (Executive Assistant for Child Friendly Nottingham) are members of the SSBC Board.
Consultations:	Those not consulted are not directly affected by the decision.
Crime and Disorder Implications:	None
Equality:	EIA not required. Reasons: This decision does not represent proposed changes to a policy, service or function.
Social Value Considerations:	Not applicable
Relates to staffing:	Yes
Decision Type:	Portfolio Holder
Subject to Call In:	Yes
Call In Expiry date:	29/01/2021
Advice Sought:	Legal, Finance, Procurement, Human Resources
Legal Advice:	This delegated decision raises no significant legal issues. Advice provided by Sarah O'Bradaigh (senior solicitor) on 18/12/2020.

Finance Advice:

Finance Comments

The DDM seeks to appoint a Child Friendly Programme Lead to support a 3-year project with Small Steps Big Changes (SSBC) to achieve a Child Friendly City status for Nottingham. The project also has an option to extend for a further 2 years.

The Programme Lead post will be employed by Nottingham City Council based on a Grade H.

The funding for this project is £0.100m per year. The funding will remain with SSBC and all costs related to programme, including the staff member will be charged to SSBC on a monthly basis. This includes any redundancy costs based on the post holder's service of 3 or 5 years, depending on the duration of the Child Friendly City contract.

It should be noted, the agreement to cover all costs is not likely to include any redundancy costs that relate to an existing employee of NCC, which may result in a liability to the Council depending their length of service.

The agreement and figures below do not take into account any pension strain.

It is recommended that any costs associated with the programme are reviewed regularly to ensure they remain within the annual funding and prevent any liabilities to NCC.

In line with CLT guidance, the service should be satisfied that any agreement will not incur liabilities for the Council that increase MTFS pressures.

Stewart Clark

Commercial Business Partner Advice provided by Stewart Clark (Commercial Business Analyst) on 19/01/2021.

Advice documents: Finance Comments.docx

HR Advice:

This decision seeks to deliver a three-year project with SSBC, with the potential to extend the project for a further two-years. This project is funded by SSBC.

The lead officer is proposing to create a new post of Child Friendly Programme Lead as part of this decision. This post will be subject to the job evaluation process and it is anticipated that the grading outcome will be GLPC Grade H.

As the funding for this post is from SSBC, the lead officer should compile a business case through the vacancy authorisation process stating this post is externally funded. All posts will considered for redeployment in the first instance.

The lead officer should be aware that the selected candidate should commence on GLPC Grade H1 in the role, unless they are already an internal candidate and already on GLPC Grade H2, in which case they would be matched over on that level in the grade.

The lead officer should compile a comprehensive induction programme and support the postholder through their probationary period.

As this post is fixed-term, an appropriate exit strategy must be in place in order to terminate the contract in line with NCC guidance. This will include consideration of financial costs for compensatory payments for redundancy when more than two-years' service is accrues.

HR supports this decision. Advice provided by Rachael Morris (HR Business Partner) on 14/12/2020.

Procurement Advice:

This decision relates to proposed arrangements between the Council and Small Steps Big Changes (SSBC) for the delivery of the Child Friendly City Programme for up to 5 years. The funding to be received by the Council under this arrangement will be for the employment of a Project Lead post, and the remainder will be held and managed by SSBC through their procedures. Therefore there are no procurement implications arising. Advice provided by Jo Pettifor (Procurement Team Manager) on 14/12/2020.

Signatures

Cheryl Barnard (Portfolio Holder- Children and Young People)
SIGNED and Dated: 22/01/2021
Catherine Underwood (Corporate Director for People)
SIGNED and Dated: 21/01/2021