

Operational Executive Decision-Making Form

Guidance

This form should be used to record operational decisions taken by officers.

Operational decisions are defined as those which:

- have a value below £150,000
- are taken within agreed policies and budgets.

When defining the financial value of a decision the following principles apply:

- the financial value of a decision should reflect the total committed financial impact of that decision to the Council, for example, the full cost of a contract over its lifespan rather than the cost per year
- decisions incurring savings, income (including income from grants), loss of income and expenditure all fall within the definition of financial impact.

Governance Services can provide advice if you are unsure whether your decision is operational.

Please refer to Decision Making Guidance, available on the intranet, for information on how to fill out this form.

Signatures should not be added to this form but it is your responsibility to obtain explicit approval for the decision from the decision maker (usually your Corporate Director).

Publication and Implementation of the Decision

Once complete you must send a copy of this form to constitutional.services@nottinghamcity.gov.uk for publication on the Council's website. If there is a valid reason why any of the information cannot be published please attach it as an exempt appendix. In exceptional circumstances, the whole decision may be exempt from publication. If this is the case, please make this clear on the form. The title of the decision will still be published.

Operational officer decisions are not subject to call-in. Therefore, decisions should be completed and submitted to Governance Services before they are implemented but do not have to be published before implementation.

Operational decisions with a value below £25,000 do not require this form to be completed.

Decisions usually taken by Portfolio Holders

Where specifically delegated, officers can take decisions that would usually be taken by Portfolio Holders, Executive Committees or the Leader. These decisions cannot be recorded on this form. They should be recorded on the electronic Delegated Decisions System and are subject to publication and call-in.

Procurement

Where the decision involves the procurement of goods or services from a third party you must follow the Council's agreed procurement procedures, including arrangements for exemptions from those procedures. Please contact the procurement team for advice.

Operational Decision Record

| | |
|--|-----------------------------------|
| Publication Date 28/04/2022 | Decision Reference Number 4616 |
| Decision Title | |
| DWP Parental Reducing Parental conflict Local Grant 2022-25 | |
| Decision Value | |
| £124,031.40 | |
| Revenue or Capital Spend? | |
| Revenue | |
| Department | |
| Children & Families | |
| Contact Officer (Name, job title, and contact details) | |
| Paul Martin operational Manager Family Intervention Project & RPC Lead Mobile 07530276382 email: paul.martin@nottinghamcity.gov.uk | |
| Decision Taken | |
| Accept grant of £124,031.40 (spread over three years) and delegate the actual spend to the RPC Steering Group/CDASVG Group. | |
| Reasons for Decision and Background Information | |
| <p>Department for Work & Pensions (DWP) launched the national Reducing Parental Conflict (RPC) programme in April 2019 with funding to train Practitioners across the partnership in RPC awareness. 120 staff across early Help Services and the Voluntary Sector benefitted from the initial training provided by Knowledgepool, an external company commissioned by DWP.</p> <p>In April 2021, the RPC programme was extended with funding to continue Practitioner awareness roll-out across the partnership but also provide training for front line staff in specialised interventions to use with parents/carers. Equations were commissioned together with CIS staff to continue the awareness roll-out training to 200 Practitioners. 10 staff in Early Help Services were also trained to deliver the Triple P Family Transitions Programme for separated parents in conflict.</p> <p>In April 2023 DWP has announced three years of funding to embed the RPC Programme as follows:</p> <ol style="list-style-type: none">1) Continue the awareness training rollout (across the partnership).2) Development of tools and resources. | |

- 3) Training in evidence-based specialist interventions for parents in conflict.
- 4) Train-the trainer (to sustain programme delivery)
- 5) Co-ordination costs
- 6) Local evaluation to measure impact of the RPC programme and training.

LA's are able to use the grant in a mixture of any the above categories.

An RPC Partnership Steering Group has been formulated and reports to the Children's Domestic Abuse & Sexual Violence Group (CDASVG) chaired by HoS Nicole Harris.

This group are currently planning the RPC programme moving forward and will recommend the most effective use of the grant to the CDASVG meeting.

Other Options Considered and why these were rejected

None

Reasons why this decision is classified as operational

The value falls below £150K threshold.

Additional Information

You should consider:

- obtaining and recording advice if necessary from legal, finance or other colleagues
- informing relevant ward councillors if a decision particularly affects their ward
- whether an EIA, DPIA, Carbon Impact assessment or consultation exercise is required for this decision
- for capital spend, confirmation that the decision has been through the appropriate capital approval processes
- referring to any related previous decisions
- risks of the decision and any mitigation of those risks
- if the decision is approving capital spend, please include confirmation that the Chief Finance Officer has agreed to it.

Decision Maker (Name and Job Title)

Catherine Underwood - Corporate Director Peoples

Scheme of Delegation Reference Number

01

Date Decision Taken

25/4/22