

## **ASHFIELD DISTRICT COUNCIL: OFFICER DECISION RECORD**

Please use this form to record those executive decisions which are taken by officers and are **not** designated as 'Key Decisions' – or in other words those decisions which are **not** included in the Forward Plan. There is a separate form for recording Key Decisions.

You should also use this form to record decisions about those functions which are reserved to the Council or to its committees. The Constitution explains what these reserved functions are and who is responsible for them.

**1. Title / Subject Matter:**

Please give a brief summary of what the decision is about. A short title for future reference would also be helpful.

Enterprising Schools – Ambitious in Ashfield

A contract was awarded to Ideas4Careers (UK) Ltd commencing 01 September 2015 to deliver an employability skills programme over 3 years across Ashfield secondary schools, to be reviewed annually with subsequent extensions, subject to the discretion of the council.

**2. Decision Reference No:**

Each Directorate maintains its own decision records/reference system to number its decisions. Please make sure that you use this system

**3. Decision Taken:**

Try to briefly summarise what you have actually decided to do. For instance, to purchase a specific piece of equipment for a specific cost, to be paid for from which budget heading etc. Don't include any exempt information in your summary that you would not want to be published.

The programme is being received well across Ashfield secondary schools and there is no duplication of effort as a result of external funding currently. Therefore the Regeneration Manager has agreed that the contract should be extended for another year until 31 August 2017.

**4. Reasons for the Decision:**

Again, briefly explain why you thought this was the right decision

The decision to extend the contract for a further year fully complies with the intention as outlined in the original contract commencing 01 September 2015.

**5. Alternative Options Considered / Rejected:**

Briefly summarise what other options, if any, you considered and explain why you rejected them.

Not extending the contract would force delivery to cease and therefore leave a gap in provision for Ashfield school students and ultimately local employers, who are benefiting as a result of the provision.

**6. Implications**

Please ask the respective professional Officers for their assessment of the potential (a) Legal, (b) Financial and (c) Diversity/Equality implications of the decision. You only need to consult other relevant officers if you think that the decision will have an impact on their areas of responsibility.

Finance – this project forms part of the pathway to work initiative. ADC has agreed to fund the initiative and make payments to MDC for this project. The value of the project is £42,573 for 2016/17 and a further £42,573 for 2017/18.

Legal – advised on a variation agreement to be put in place following the ODR.

**Name / Title of the officer taking the Decision:**

Use your own name and title. Do not sign for a more senior officer who has asked you to take the decision.

Date: 22/8/16

**Name / Title of the relevant Lead Cabinet Member consulted (if appropriate)**

(This decision is not subject to call-in and is circulated for information only). **If a Cabinet Member has a conflict of interest relating to this decision, then this should be declared and a request for dispensation will be considered.**

Date:

**Name / Title of the relevant Committee Chairman consulted (if appropriate)**

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**(for non Executive/Council side function decisions)**

**Date:**

**The completed form should be emailed to any member of the Democratic Services Team:**

- Alan Maher [email: [a.maher@ashfield-dc.gov.uk](mailto:a.maher@ashfield-dc.gov.uk) ]
- Lynn Cain [email: [l.cain@ashfield-dc.gov.uk](mailto:l.cain@ashfield-dc.gov.uk) ]
- Julie Robinson [email: [j.robinson@ashfield-dc.gov.uk](mailto:j.robinson@ashfield-dc.gov.uk) ]

**They will arrange for it to be published on the Council's web site.**

**EXEMPT OR CONFIDENTIAL BACKGROUND INFORMATION IN SUPPORT OF THE DECISION**

Use this section to share any confidential information that would not be published or placed on the Council's web site. The information will only be shared within the Authority, as appropriate.

For further support or guidance please contact **Ruth Dennis** (Assistant Chief Executive – Governance [email: [r.dennis@ashfield-dc.gov.uk](mailto:r.dennis@ashfield-dc.gov.uk)]) or any member of the Democratic Services Team.