

Record of individual Cabinet member decision

Local Government Act 2000 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Decision made by	Councillor Helen Pighills – Cabinet Member for Community Wellbeing
Key decision?	No - In accordance with Vale of White Horse District Council's Constitution, receipt of a government grant, even one over £75,000, is excluded from the definition of a key decision.
Date of decision (same as date form signed)	29 March 2022
Name and job title of officer requesting the decision	Jo Paterson, Active Communities Team Leader
Officer contact details	Tel: 07818 014472 Email: jo.paterson@southandvale.gov.uk
Decision	To accept the award of £86,000 revenue funding for two years from the Public Health Directorate at Oxfordshire County Council in accordance with the council's Financial Procedure Rules in relation to receiving funding outside of the usual budget setting cycle for which no budget exists, to request the chief finance officer, in consultation with the Leader of the Council and the Chief Executive, to use the grant to fund a project to support families adversely affected by Covid, to improve their health and wellbeing.
Reasons for decision	<p>Following the success of the COMF funded Move Together project Public Health have offered to fund a similar model aimed at low-income families for two years to deliver across the county. A total of £300,000 per year will be provided, to be distributed between the five districts and Active Oxfordshire.</p> <p>Active Oxfordshire will receive an element of the funding to provide central project management, marketing, promotion, printing, evaluation, and a data capture system. Each district will receive a proportion of the remainder based on the number of children in receipt of Free School Meals (FSM) for the employment of an activator and the delivery of the project at a local district level. For Vale of White Horse, which has 2,598 children in receipt of FSM, this equates to £43,000 per year, for two years (April 2022 – March 2024).</p> <p>The project offers access to activities with a pathway that is person-centred, offers behavioural change, motivational</p>

	<p>support, is resilient and inclusive.</p> <p>In Oxfordshire, both children and adults face significant inequalities in health and wellbeing outcomes. Adults from disadvantaged areas face lower life expectancy, whilst children and adults are significantly less active in areas of deprivation and both groups face worsening mental wellbeing outcomes.</p> <ul style="list-style-type: none"> • 28.8% of those in the lowest socio-economic classification of NS SeC 6-8 across Oxfordshire are inactive, compared to 12.8% in NS SeC 1-2 • 42% of children in the county do not meet the Chief Medical Officer’s guidelines for physical activity • Only 24% of children from a lower income family cycle regularly and there is an inequality gap of 11% in swimming participation • Since the start of the pandemic in Oxfordshire there has been a 3-fold increase (between 5,140 and 5,560 users) in the number of users of community food services <p>These inequalities have been exacerbated further by the COVID-19 crisis in the county, with lower income children and adults experiencing the largest decrease in physical activity rates evidenced by recent Active Lives results.</p> <p>This funding will support the work of the Active Communities team by providing activities for under-represented groups and supporting the wellbeing of our communities. Acceptance of this funding will enable the council’s Active Communities team to recruit an activator to work with local community groups to provide activities that families can attend, either for free or at a greatly subsidised cost.</p> <p>The project supports the achievement of the Corporate Plan 2020-24 priority ‘Improved Economic and Community Wellbeing’ by providing local well-being activities for residents and employment for exercise professionals.</p>
<p>Alternative options rejected</p>	<p>This is a countywide project and if the council chooses not to accept this funding, Vale of White Horse would not be able to offer the activities, which would disadvantage our residents.</p> <p>There is reputational risk if the funding is not accepted, and the project does not run as it is a countywide project and will be promoted as such by Active Oxfordshire.</p>
<p>Legal implications</p>	<p>In accordance with Vale of White Horse District Council’s Constitution, receipt of a government grant, even one over £75,000, is excluded from the definition of a key decision. The Funding agreement will be drawn up between Oxfordshire County Council (Public Health) and the District</p>

	<p>Council</p> <p>Public Health and Active Oxfordshire will monitor how the funding has been used to progress the project through regular contact with Vale of White Horse District Council officers.</p>			
Financial implications	<p>Acceptance of the receipt will not commit the council to any other additional unbudgeted expenditure over and above the £43,000 per year grant funding received to cover the full costs of employing one member of staff to implement the programme at grade 4.</p> <p>An additional £25,000 is expected to be available from Sport England's Together Fund which can be accessed directly from Active Oxfordshire by the community partners that we will be working with. This funding will not come to the district council, but will enhance the delivery that our activator will be able to provide.</p>			
Other implications	n/a			
Background papers considered	n/a			
Declarations/conflict of interest? Declaration of other councillor/officer consulted by the Cabinet member?				
List consultees		Name	Outcome	Date
	Legal	Pat Connell	Amendment included	06/03/22
	Finance	Nicole Tyreman	Happy with the ICMD, as long as the staff employed at a grade 4 start at the bottom of the scale the grant will cover these roles.	11/03/22
	Human resources	Jaydon Perrin	Following Council's recruitment process as requested	08/03/22
	Diversity and equality	Lynne Mitchell	Fully support this as it helps our vulnerable residents and meets the council's equality objectives.	07/03/22

	GDPR	Sandy Bayley	We need to ensure Active Oxfordshire maintain the personal data for this scheme separately to other data in their system. Also need to liaise with Oxfordshire Councils to agree updates to the processing agreement with AO.	07/03/22
	Communications	Charlotte Westgate		09/03/22
	Senior Management Team	Harry Barrington-Mountford	Approved	16/03/22
Confidential decision? If so, under which exempt category?	No			
Call-in waived by Scrutiny Committee chairman?	No			
Has this been discussed by Cabinet members?	Yes			
Cabinet portfolio holder's signature To confirm the decision as set out in this notice.	Signature _____ Councillor Helen Pighills _____ Date _____ 29 March 2022 _____			

ONCE SIGNED, THIS FORM MUST BE HANDED TO DEMOCRATIC SERVICES IMMEDIATELY.

For Democratic Services office use only		
Form received	Date: 29 March 2022	Time: 14:26
Date published to all councillors	Date: 29 March 2022	
Call-in deadline	Not applicable as this is not a key decision.	

Guidance notes

1. This form must be completed by the lead officer who becomes the contact officer. The lead officer is responsible for ensuring that the necessary internal consultees have signed it off, including the chief executive. The lead officer must then seek the Cabinet portfolio holder's agreement and signature.
2. Once satisfied with the decision, the Cabinet portfolio holder must hand-sign and date the form and return it to the lead officer who should send it to Democratic Services immediately to allow the call-in period to commence.
Tel. 01235 422520 or extension 2520.
Email: democratic.services@southandvale.gov.uk
3. Democratic Services will then publish the decision to the website (unless it is confidential) and send it to all councillors to commence the call-in period (five clear working days) if it is a 'key' decision (see the definition of a 'key' decision below). A key decision cannot be implemented until the call-in period expires. The call-in procedure can be found in the council's constitution, part 4, under the Scrutiny Committee procedure rules.
4. Before implementing a key decision, the lead officer is responsible for checking with Democratic Services that the decision has not been called in.
5. If a key decision has been called in, Democratic Services will notify the lead officer and decision-maker. This call-in puts the decision on hold.
6. Democratic Services will liaise with the Scrutiny Committee chairman over the date of the call-in debate. The Cabinet portfolio holder will be requested to attend the Scrutiny Committee meeting to answer the committee's questions.
7. The Scrutiny Committee may:
 - refer the decision back to the Cabinet portfolio holder for reconsideration or
 - refer the matter to Council with an alternative set of proposals (where the final decision rests with full Council) or
 - accept the Cabinet portfolio holder's decision, in which case it can be implemented immediately.

Key decisions: assessing whether a decision should be classified as 'key'

The South Oxfordshire and Vale of White Horse District Councils' Constitutions now have the same definition of a key decision:

A key decision is a decision of the Cabinet, an individual Cabinet member, or an officer acting under delegated powers, which is likely:

- (a) to incur expenditure, make savings or to receive income of more than £75,000;**

- (b) to award a revenue or capital grant of over £25,000; or**
- (c) to agree an action that, in the view of the chief executive or relevant head of service, would be significant in terms of its effects on communities living or working in an area comprising more than one ward in the area of the council.**

Key decisions are subject to the scrutiny call-in procedure; non-key decisions are not and can be implemented immediately.

In assessing whether a decision should be classified as 'key', you should consider:

- (a) Will the expenditure, savings or income total more than £75,000 across all financial years?
- (b) Will the grant award to one person or organisation be more than £25,000 across all financial years?
- (c) Does the decision impact on more than one district council ward? And if so, is the impact significant? If residents or property affected by the decision is in one ward but is close to the border of an adjacent ward, it may have a significant impact on that second ward, e.g. through additional traffic, noise, light pollution, odour. Examples of significant impacts on two or more wards are:
 - Decisions to spend funds (significant impact on more than one ward)
 - Changes to the household waste collection policy (affects all households in the district)
 - Reviewing a housing strategy (could have a significant impact on residents in many wards)
 - Adopting a supplementary planning document for a redevelopment site (could significantly affect more than one ward) or a new design guide (affects all wards)
 - Decisions to build new or improve existing leisure facilities (used by residents of more than one ward)

The overriding principle is that before 'key' decisions are made, they must be published in the Cabinet Work Programme for 28 calendar days. Classifying a decision as non-key when it should be a key decision could expose the decision to challenge and delay its implementation.