



## Executive Director/Director Non-Key Executive Decision Report

**Author/Lead Officer of Report:** Helen Phillips-Jackson

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**Report to:** *Director of Community Inclusion & Learning*

**Date of Decision:** *28th November 2019*

**Subject:** *Outreach van funding £20,000*

Which Cabinet Member Portfolio does this relate to? *Health and Social Care*

Which Scrutiny and Policy Development Committee does this relate to? *Healthier Communities and Adult Social Care*

Has an Equality Impact Assessment (EIA) been undertaken? Yes  No

If YES, what EIA reference number has it been given? *559*

*This is the same EIA that was undertaken for the drug and alcohol support services re-tender that was approved at Cabinet in June 2020. This EIA covers the full range of treatment and interventions to be provided, including outreach delivered via van and the increase in accessibility this affords – this van is simply a capital purchase replacement of the existing van which is no longer fit for purpose.*

Does the report contain confidential or exempt information? Yes  No

If YES, give details as to whether the exemption applies to the full report / part of the report and/or appendices and complete below:-

*“The (report/appendix) is not for publication because it contains exempt information under Paragraph (insert relevant paragraph number) of Schedule 12A of the Local Government Act 1972 (as amended).”*

### **Purpose of Report:**

*(Outline the decision being sought or proposal being recommended for approval.)*

DACT applied for £20,000 grant to replace and fit out a new outreach van for Sheffield treatment services outreach provision. This funding application has been approved by the OPCC from Fortify funding. The purpose of this report is to seek approval to accept the grant and pass this on to the new contractor. .

**Recommendations:**

**It is recommended that the Director accept the funding allocation of £20,000 for a new outreach van.**

**Background Papers:**

*(Insert details of any background papers used in the compilation of the report.)*



Fortify Fund  
Application Form\_DAC

Completed application form for outreach van funding.

<b>Lead Officer to complete:-</b>	
1	I have consulted the relevant departments in respect of any relevant implications indicated on the Statutory and Council Policy Checklist, and comments have been incorporated / additional forms completed / EIA completed, where required.
	Finance: <i>Sonya Oates</i>
	Legal: <i>Laura Garvin-Smith</i>
	Equalities: <b>Ed Sexton approved EIA 559 in June 2019.</b>
<i>Legal, financial/commercial and equalities implications must be included within the report and the name of the officer consulted must be included above.</i>	
2	<b>Lead Officer Name:</b>  Helen Phillips-Jackson
	<b>Job Title:</b>  Strategic Commissioning Manager – Drugs and Alcohol
<b>Date: 26.11.2019</b>	

## **1. PROPOSAL**

- 1.1 Funding of £20k has been applied for successfully for the purchase of a new outreach van by SCC commissioned drug and alcohol services. The proposed outreach van is to deliver interventions into communities affected by drug and alcohol issues.

The service currently offers an outreach van but the van itself is not fit for full purpose and this new addition will allow enhanced delivery.

## **2. HOW DOES THIS DECISION CONTRIBUTE ?**

### 2.1

The van will improve customer experience, and allow more outreach provision to be delivered – as more members of staff will be able to drive this van model and it will be easier to navigate between community locations.

## **3. HAS THERE BEEN ANY CONSULTATION?**

### 3.1

There was a large scale consultation done prior to the re-tender of substance misuse services over a period of 4 months in early 2019. The feedback in the consultation included an overwhelming request for more outreach provision. A capital purchase of this van will allow more outreach provision to be delivered.

## **4. RISK ANALYSIS AND IMPLICATIONS OF THE DECISION**

### 4.1 Equality of Opportunity Implications

- 4.1.1 See above re EIA.

### 4.2 Financial and Commercial Implications

- 4.2.1 The grant allocation of £20,000 forms part of the South Yorkshire Police and Crime Commissioner's (SYPCC) Fortify Funding and must only be used for the purposes specified within the bid.

Failure to comply with the grant terms and conditions may result in clawback/termination of the grant agreement.

The funding is to be used by a procured provider of the DACT service to

purchase a new outreach van. A back to back agreement should be considered with the provider that takes into account the terms and conditions of this grant.

Progress monitoring information is to be provided to SYPCC by 8th January 2020 and 9th April 2020, in a format defined by the Commissioner.

Information must be independently verified by a Financial Monitoring Officer.

Funding must not be received by other sources in respect of this project, with the exception of any match funding detailed in the bid.

The grant may not be used for activities that were pre-planned prior to the receipt of the grant offer.

Eligible expenditure must be net of VAT.

The grant must not support activity that is political or religious in nature.

The grant must not be used to support activity that will result in profit or commercial gain or to cover any direct costs to establish fundraising capability.

Any unspent funding must be returned.

Any publicity relating to the project must be shared with SYPCC's Violence Reduction Unit Communications Team prior to release.

**Assets:**

Title and ownership of assets procured by grant shall remain the property of the Commissioner and shall be clearly identified as such.

An up to date asset inventory must be provided to the SYPCC for any items exceeding £1,000 that have been purchased with a grant.

Written permission must be sought from the Commissioner prior to disposal of the assets purchased by this funding.

**Procurement:**

All public sector procurement is governed by both European Legislation and UK National Law. In addition, all procurement in Sheffield City Council must comply with its own Procurement Policy, and internal regulations known as 'Contracts Standing Orders' (CSOs).

Contracts Standing Orders requirements will apply in full to the procurement of services, goods or works utilising grants. All grant monies must be treated in the same way as any other Council monies and any

requirement to purchase/acquire services, goods or works must go via a competitive process.

The Project Manager will need to read, understand and comply with all of the grant terms and conditions and the Code of Conduct for Grant Recipients.

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/771152/2019-01-15\\_Code\\_of\\_Conduct\\_for\\_Grant\\_Recipients\\_v.1.01.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/771152/2019-01-15_Code_of_Conduct_for_Grant_Recipients_v.1.01.pdf)

#### 4.3 Legal Implications

##### 4.3.1 Local Authorities have broad powers to undertake activities to promote public health, including as required by Section 12 of the Health and Social Care Act 2012.

Under Section 111 of the Local Government Act 1972, the Local Authority also has powers to do anything which is calculated to facilitate the discharge of any of their functions. This would include accepting and redistributing grant funding to support a Local Authority function.

Terms are attached to the grant funding, and any items purchased with the funds, as set out above. These will need to be observed and replicated in any agreement to pass the funding onwards to a third party.

#### 4.4 Other Implications

##### 4.4.1

### 5. **ALTERNATIVE OPTIONS CONSIDERED**

#### 5.1

To continue with the current van – this is not fit for purpose, is too large and cannot be driven by the majority of staff.

To not replace the van – same impact as above, would allow only a limited service to be in place due to the limitations of the vehicle.

### 6. **REASONS FOR RECOMMENDATIONS**

#### 6.1

£20,000 has been offered by the OPCC for the purchase and fit out of a new outreach van which will be delivered as part of the commissioned drug and alcohol services.

The funding will be passed to the provider of the services to buy, fit out, and then maintain the van as part of the contract. SCC will have no additional liability for the van or any associated running costs beyond what is already included in the contract price for the delivery of these and other services.