



# HARTLEPOOL BOROUGH COUNCIL

## CHIEF EXECUTIVE'S DECISION RECORD

**Form 1 - Request for spending approval (including decisions which will reduce income) of UP TO £10,000 for a single issue, or £30,000 over three months (For approval in excess of the above amounts use Form 2)**

Date of Decision:

Officer Making Decision:

Chief Executive, in consultation with the Leader of the Council, Chair of the relevant Committee and Chief Solicitor and Monitoring Officer.

Subject / Description & Reason for Decision:

This decision was taken due to the cancellation/ postponement of meetings and in accordance with the National guidance/legislation in relation to Covid 19.

Type of Decision:

The decision is essential to the Authority's response to the Covid 19 pandemic.

Nature of Delegation Being Exercised:

Constitution Reference – CE15 – urgent decisions normally reserved to a Committee.

Any Declared Register of Interest

No

<p>Description of funding request/reduction in income request</p>	<p>The Council currently commission 9 external operators to help the Council deliver Home to School Transport provision, while also providing services ourselves.</p> <p>Schools are operating at reduced pupil attendance, both supporting and educating the children of essential key workers. This has meant that temporarily 50% of our providers are no</p>
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ODR No. :

	<p>longer delivering services on behalf the Council, while the remaining operators are working at significantly reduced capacity.</p> <p>We are currently paying all providers 100% of their contracted I payments, although as detailed above, most are not operating at their full potential. As it is challenging to source and retain operators to undertake the commissioned services it is important that we maintain as many of our local providers as possible, which ensures we will be able to deliver home to school transport when normality returns.</p> <p>On that basis we are proposing to reduce payments from 100% to 80% on 1<sup>st</sup> May, up until the end of the school term in July. The rationale for this proposal is that operators will have reduced fuel costs and an element of decreased maintenance costs. The proposal reflects the principles of Procurement Policy Note (PPN) 02/20 issued by the Cabinet Office as the arrangements will ensure the service continuity, employment and continuing viability of the supply chain.</p> <p>The arrangements will be conditional on operators not furloughing any staff and if they did furlough staff they would be are unable to receive any payments from the Council.</p> <p>This proposal will save the Council £45,000 during this period.</p>
<b>Value (this should be total cost)</b>	The Council will save £45,000
<b>Period Covered</b>	1 <sup>st</sup> May to the end of the school term in July 2020.
<b>Approach adopted by other Tees Valley Council</b>	Most Tees Valley authorities and nearly all north east have reduced payments to some extent, with deductions meaning payments now range from 50% to 90%, with most paying between 70% and 80%.

ODR No. :


Signatures for retained copy only

Chief Executive - Gill Alexander



Decision made in consultation with:

Leader of the Council - Cllr Shane Moore



Chair of [Policy Committee] –



Chief Solicitor and Monitoring Officer – Hayley Martin



Director of Finance and Policy – Chris Little



