

Please leave blank for completion by DS officers

EXECUTIVE DECISION RECORD

A1 Service Area	Finance
A2 Title	Closure of Shopmobility Service
A3 Decision Taken By	Leader / Chief Officer
A4 Chief Officer	Please print name: SAL KHAN Please sign name: 
A5 Leader / Deputy Leader	Please print name: CLLR R GROSVENOR Please sign name: 
A6 Date of Decision	24 th July 2017

Confidentiality

A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?	No
A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.	


Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to?	(Please tick as appropriate) <input checked="" type="checkbox"/>
Scrutiny (Audit & Value for Money Council Services) Committee	<input type="checkbox"/>
Scrutiny (Economic Growth, Communities and Health) Committee	<input checked="" type="checkbox"/>

<p>B1 What is the Decision?</p>	<p>To close the Shopmobility service with effect from 21/07/2017.</p>
<p>B2 What are the reasons for the Decision?</p>	<p>Within the Corporate Plans for 2016/17 and 2017/18 there has been a commitment to appraise and investigate options for new methods of service delivery, including a review of the Council's Shopmobility service and to implement the findings of that review.</p> <p>Following an extensive analysis of the service, the most appropriate direction was to source an external provider by competitive procurement or commissioning process, but retain the physical assets for alternative use. A procurement exercise was undertaken and meetings held with interested parties but no bids were received.</p> <p>The extensive analysis suggested that if there was not an appropriate alternative provider willing to take on the service, the next step would be to consider closing the service. As a result, consultation on the closure of the service took place from 25/05/2017 to 15/06/2017.</p> <p>All consultation responses were considered and feedback meetings held with the three staff involved. As no external provider has been procured it is recommended that the Shopmobility service be closed with effect from 21/07/2017.</p> <p>Crossley House itself will remain open for use by Mencap for the moment, and recommendations for the future use of the building will be made in due course.</p>
<p>B3 What are the contributions to Corporate Priorities?</p>	<p>The service review was undertaken to support the Corporate Priority regarding Economic Growth, Communities and Health.</p>
<p>B4 What are the Human Rights considerations?</p>	<p>There are no Human Rights issues arising from this decision.</p>

Financial Implications

<p>B5 What are the financial implications?</p>	<p>The main financial issues arising from this decision are as follows:</p> <p>The original budget for the service for 2017/18 agreed prior to this financial year envisaged that the service would be handed to an external provider with effect from 1st July 2017, with a resulting (part year) saving of £26k and a saving over four years of £128k. As no external provider could be sourced and further consultations have had to be conducted with staff over the closure of the service, there has been a small increase in anticipated costs (estimated to be £2k) due to the service not being transferred or closed at the end of the original budgeted period.</p> <p>In addition to which, there are one-off costs upon closure of £10,202 which, consistent with our policy, will be met as a one-off from reserves.</p>
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<p>The finance section has been approved by the following member of the Financial Management Unit:</p>	<p>Please print name: LISA TURNER</p> <p>Please sign name: </p>
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Policy Fra

B6 Is the Decision wholly in accordance with the Council's policy framework?	Yes
B6.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
B6.2 Has it got the appropriate approvals under those provisions?	NA
B7 Is the Decision wholly in accordance with the Council's budget?	Yes
B7.1 If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits): There are other local providers of mobility equipment which current service users can contact for their mobility needs.
B8.2 Negative (Threats): The closure of the service will have a negative impact on users who will have a minor inconvenience to source scooters and other mobility equipment via other providers, as mentioned above.
B8.3 The subject of this decision is a policy, strategy, function or service that is new or being revised. An equality impact assessment is attached as Appendix 1.
B8.4 The equality impact assessment identified the following actions to be carried out: Referral to relevant agencies for advice and guidance.

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): There are other local providers of mobility equipment which current service users can contact for their mobility needs.
B9.2 Negative (Threats): The closure of the service will have a negative impact on users who will have a minor inconvenience to source scooters and other mobility equipment via other providers, as mentioned above.
B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:
B10.1 There are no legal issues arising from this report.

This section has been approved by the following member of the Legal Team:

Please print name:
JOHN KIRKHAM

Please sign name:



Sustainability Implications

B11 What are the Sustainability implications: Not applicable
B11.1 The proposal [would/would not] result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
B11.2 Positive (Opportunities/Benefits):
B11.3 Negative (Threats):

Health & Safety Implications

B12 What are the Health & Safety implications: Not applicable
B12.1 [A Risk Assessment has been carried out and entered into Harriet for all significant hazards and risks.] [A Risk Assessment has not been carried out and entered into Harriet for all significant hazards and risks because there are no significant hazards or risks arising from this decision.]
B12.2 [The significant hazards and risks have been identified in the Harriett Risk Assessment numbered []. Any financial implications to mitigate against these hazards and risks are considered above.]
B12.3 [Control measures and an action plan have been identified for any significant hazards and risks identified in the risk assessment. The positive/negative impacts are set out below]
B12.3.1 Positive (Benefits)
B12.3.2 Negative (Threats)

Key Decision

B13 Is this a Key Decision?	No
Note: A Key Executive Decision is one where:	
<ol style="list-style-type: none"> 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000 2. CAPITAL – Any capital project with a value in excess of £150,000 3. A decision which significantly affects communities living or working in an area comprising two or more wards. 	
B13.1 If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA
B13.2 If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA

NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.

Please send the original signed document to andrea.davies@eaststaffsbc.gov.uk