

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B000/21 Special Urgency

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: *(If a Key Decision please use the same title as provided in the Forward Plan)*

Allocation of the Household Support Fund for the supply of free school meal vouchers for the October half term, Christmas holidays and February 2022 half term

Type of Decision: Executive
(Please delete as applicable)

Key Decision (Executive Functions only): Yes
(Please delete as applicable)

Executive Member/Committee Chairman:

Teresa Heritage – Executive Member for Children, Young People & Families

Portfolio (Executive Functions only):

Children's Services

Officer Contact:

Jo Fisher, Director of Children's Services
Tel: 01992 555755

April 2020

1. **Decision**

To distribute Hertfordshire's allocation of Household Support Grant for:

- Food vouchers for children and young people registered to receive free school meals during the October half term, Christmas holidays and February 2022 half term
- To district councils and Herts Help to provide crisis support
- To provide vouchers through Adult Care Services and Children's Services teams working directly with vulnerable people

2. **Reasons for the decision**

In order to allocate the available funding to the most vulnerable residents over the winter period, systems already in place will be utilised

3. **Alternative options considered and rejected**

Delaying the allocations until after the October 2021 half term would mean hardship for over 27,000 eligible children and young people

4. **Consultation** (*see Summary of Requirements below*)

Was any Councillor consulted? **Yes** (*delete as applicable*)

If yes:

- (a) Comments of Executive Member/Committee Chairman (*delete as applicable*)

The Executive Member confirmed her agreement

- (b) Comments of other consultees

The Chairman of the Overview & Scrutiny Committee, the Leader of the Council, the Executive Member for Education, Libraries & Life Long Learning, The Executive Member for Adult Care, Health and Wellbeing, the Opposition Spokenmen of the Liberal Democratic group and the Labour Group confirmed their agreement as well as the Opposition Members for the Independent / Green Group

5. **Any conflict of interest declared by a councillor who has been consulted in relation to the decision**

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None

(If a Councillor declares a conflict of interest DO NOT PROCEED without seeking advice from Democratic Services or Legal Services).

6. **[Following consultation with the Executive Member/Committee Chairman,] I am proceeding with the proposed decision.** *(delete words in square brackets if no requirement to consult the Executive Member/Committee Chairman)*

Signed: ...Jo Fisher.....

Title: Director of Children's Services

Date: 14.10.2021

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

Significance of Proposed Action	Controversial	Relevant Councillor(s) to be Consulted
Technical/Professional/ Routine	No	No need to inform or consult councillors
Technical/Professional/ Routine	Yes	Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: Relevant Committee Chairman and, where appropriate, Local Councillor
Local	No	Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor
Local	Yes	Executive Functions:

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		Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor
General or County-wide	No	Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions: Consult relevant Committee Chairman
General or County-wide	Yes	Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups