


Delegated Decision Notification

This form is used both to give notice of an officer's intention to make a Key decision and to record any delegated decision which has been taken. The decision set out on this form therefore reflects the decision that it is intended will be made, or that has been made.

Although set out in the past tense a decision for which notice is being given may be subject to amendment or withdrawal.

LEAD DIRECTOR ⁱ :	Dr Ian Cameron – Director of Public Health
SUBJECT ⁱⁱ :	Request to waive contracts procedure rules 8.1 and 8.2 to enable the Council to offer a contract to Asda in order for NHS Health Checks to be delivered in 4 Asda Supermarkets across Leeds for a pilot of 6 months.
DECISION DETAILS ⁱⁱⁱ :	<p>It is recommended that the Director of Public Health -</p> <ul style="list-style-type: none"> (i) Waives Contracts Procedure Rules 8.1 and 8.2 to enter into a contract with Asda supermarket for a period of 6 months to pilot an additional model of delivery for the NHS Health Checks Programme in Leeds incurring a maximum contract value of £90,000. (ii) Approves the adjustment of the current patient invitation payment to GP's to compensate them for the additional work involved in inviting patients to use the Asda service and in updating their patient records afterwards incurring a maximum additional cost of £41,400. <p>Note: today's GP invite payment is £1 per patient, the proposal is to increase this to £3 per patient which represents excellent value for money when compared with the payments in other parts of the country. For example in Buckinghamshire the equivalent is £4 per patient.</p> <p>Leeds has been approached by Public Health England and been given the opportunity to work in partnership with Asda supermarket to pilot for 6 months a model whereby the NHS Health Check would be delivered through Asda pharmacies within 4 Asda supermarkets across Leeds which are Morley, Seacroft, Pudsey and Holt Park. This would be in addition to the current GP providers. These sites are chosen as they are the only Asda supermarkets with a pharmacy in store and this is a requirement to deliver the NHS Health Check.</p> <p>The approach would be value for money and would be no additional cost to Leeds City Council as there is already an established budget for the delivery of the NHS Health Check Programme which is part of the ring fenced Public Health grant. By using an additional method of delivery this will give the people of Leeds more choice and flexibility to access an NHS Health Check which in the longer term will enable Leeds people to adopt healthy lifestyles and therefore reduce their risk of developing</p>

	<p>Cardiovascular Disease and dying prematurely.</p> <p>After the 6 month pilot a full evaluation would take place including citizens' feedback and if the pilot is successful full competitive procurement exercise will be undertaken</p>									
TYPE OF DECISION:	<p><input type="checkbox"/> Key Decision (Executive)</p> <p>Is the decision eligible for call-in?^{iv} <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is the decision exempt from call-in?^v <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Significant Operational Decision (Council or Executive^{vi} – not subject to call-in)</p> <p><input type="checkbox"/> Administrative Decision (Council or Executive^{vii} – not subject to publication or call-in)</p>									
NOTICE ^{viii} / CALL-IN (KEY DECISIONS ONLY):	<p>Date the decision was published in the List of Forthcoming Key Decisions: N/A</p> <p>If not on the List of Forthcoming Key Decisions for at least 28 clear days, the reason why it would be impracticable to delay the decision:-</p> <p>If exempt from call-in, the reason why call-in would prejudice the interests of the Council or the public:-</p>									
AFFECTED WARDS:	Across all wards									
DETAILS OF CONSULTATION UNDERTAKEN:	<table border="1"> <tr> <td>Executive Member</td><td>Date consulted:</td><td>Interest disclosed?^{ix} <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No</td></tr> <tr> <td>Ward Councillor</td><td>Date consulted:</td><td>Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No</td></tr> <tr> <td>Others^x (please specify:)</td><td>Date consulted:</td><td>Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No</td></tr> </table>	Executive Member	Date consulted:	Interest disclosed? ^{ix} <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No	Ward Councillor	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No	Others ^x (please specify:)	Date consulted:	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation:) <input type="checkbox"/> No
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CAPITAL INJECTION APPROVAL REQUIRED:	<p>Injection approval required? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>(If yes, you must complete the Approval box below)</p>									

CAPITAL INJECTION APPROVAL	(Name:) (Title:)	Capital Scheme Number: XXXXX / XXX / XXX Date:
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number	Contract Title
		Supplier
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation Lucy Jackson – Consultant in Public Health – Long Term Conditions Timescales for implementation ^{xi} 1 st October 2014	
CONTACT PERSON:	Lucy Jackson	Telephone number ^{xii} : 07712214794
DECISION MAKER / AUTHORISED SIGNATORY ^{xiii} :	 Dr Ian Cameron Director of Public Health	Date: 16 th September 2014

ⁱ The Leader of the Council may also make executive decisions and should be specified as the Lead Director where appropriate.

ⁱⁱ A brief title should be inserted here. If the decision is Key and has appeared on the List of Forthcoming Key Decisions, the title of the decision should be the same as that used in the List.

ⁱⁱⁱ Brief details of the decision should be inserted. This note must set out the substance of the decision, options considered and the reason for deciding on the chosen option, although care must be taken not to disclose any confidential or exempt information.

^{iv} See the Executive and Decision Making Procedure Rules for eligibility. The decision will not be eligible for call-in if it has already been subject to call-in i.e. considered by the relevant Scrutiny Board. This includes a decision which has been modified by the decision maker following a recommendation by a Scrutiny Board after call-in of the earlier decision.

^v If the decision is exempt from call-in a reason must be provided in the 'Notice / Call-In' box and in the report. The call-in period expires at 5pm on the 5th working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6th working day.

^{vi} If the decision would have been a Key decision but for an exception set out in Article 13.6.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).

^{vii} Administrative Decisions do not need to be published on the Council's website but this form may be used for internal recording of the decision.

^{viii} All Key decisions should appear on the List of Forthcoming Key Decisions for 28 clear days before the decision can be taken. If 28 clear days' notice has not been provided, a reason must be provided here.

^{ix} No Member having a disclosable pecuniary interest or officer having an interest in any matter (whether pecuniary or otherwise required to be declared) should take a decision in relation to that matter. Other interests of a non-disqualifying nature should be recorded here. Any dispensation in place in relation to the matter should also be recorded here.

^x This may include other elected Members, officers, stakeholders and the local community.

^{xi} Please include proposed timescales for commencement and / or completion of implementation as appropriate.

^{xii} Please insert a complete telephone number whether land line or mobile, rather than an extension number so that you can be contacted from outside the Council.

^{xiii} The signatory must be duly authorised by the Lead Director to make a decision in accordance with the relevant sub-delegation scheme. It is not acceptable for the signature to be 'pp' for the authorised signatory. For Key decisions only, the date of the authorised signature signifies that, at the time, the officer was content that the decision should be taken. However, should representations be received following public availability of reports the signatory will consider the effect which such representations should have on the final decision.