

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 to 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 :	Director of Environment & Housing
SUBJECT ⁱⁱ :	Approval to establish Interim Contract Arrangements for the provision of Drug Intervention Programme (DIP)/ Integrated Offender Management (IOM) Services pending the outcome of a Commissioning Review
DECISION DETAILS ⁱⁱⁱ :	<p>1. The Director of Environment & Housing approved the application of Contracts Procedure Rule 22.1 in order to terminate existing contracts with CRI, DISC and Casmaco Ltd so that appropriate interim arrangements can be established pending the completion of the DIP/IOM review.</p> <p>2. The Director of Environment & Housing approved the waiver of Contracts Procedure Rules 9.1 and 9.2 to establish the following new contracts:</p> <p style="margin-left: 40px;">2.1 CRI: 12 month contract for the DIP/IOM service commencing 1 April 2015 to 31 March 2016 with an option to extend for a further two six month periods. Contract value not exceeding £728,678 per annum.</p> <p style="margin-left: 40px;">2.2 DISC: 12 month contract for the DIP/IOM service commencing 1 April 2015 to 31 March 2016 with an option to extend for a further two six month periods. Contract value not exceeding £466,629 per annum.</p> <p style="margin-left: 40px;">2.3 Casmaco Ltd: 12 month contract for provision of the Mi-Case information management system commencing 1 April 2015 to 31 March 2016 with an option to extend for a further two six month periods. Contract value not exceeding £10,800 per annum.</p> <p>3. Proposals for the re-commissioning of these services will be the subject of further reports. During the review and interim contract period, new ways of working will continue to be developed with providers and key partners – an example of this being the Conditional Cautioning pilot that will enable more effective engagement and signposting to DIP/IOM interventions for specific types of offences, including low level domestic violence.</p>
	<input checked="" type="checkbox"/> Key Decision (Executive) Is the decision eligible for call-in? ^{iv} <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? ^v <input type="checkbox"/> Yes <input type="checkbox"/> No

	<input type="checkbox"/> Significant Operational Decision (Council or Executive ^{vi} – not subject to call-in) <input type="checkbox"/> Administrative Decision (Council or Executive ^{vii} – not subject to publication or call-in)						
NOTICE ^{viii} / CALL-IN (KEY DECISIONS ONLY):	<p>Date the decision was published in the List of Forthcoming Key Decisions: 6 February 2015</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>This decision is being taken under the General Exception in accordance with Rule 2.5 of the Executive and Decision Making Procedure Rules as it is impracticable to defer the decision until 7 March 2015, the date on which it will have been on the List of Forthcoming Key Decisions for 28 clear calendar days. This is because the services to which the decision relates require interim contract provisions which could be at risk of challenge under the new Procurement Regulations 2015. Based on emerging guidance it is believed that the regulations do not apply in this instance but to ensure that any risk is mitigated, a delegated decision to enter into new contracts is required prior to 26th February (the date when the new regulations come into force).</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:	None						
DETAILS OF CONSULTATION UNDERTAKEN:	<table border="0"> <tr> <td>Executive Member:</td> <td>Date consulted:</td> <td>Interest disclosed?^{ix}</td> </tr> <tr> <td>Executive Member for Neighbourhoods, Planning and Personnel</td> <td>12 February 2015</td> <td> <input type="checkbox"/> Yes (Date of dispensation:) <input checked="" type="checkbox"/> No </td> </tr> </table>	Executive Member:	Date consulted:	Interest disclosed? ^{ix}	Executive Member for Neighbourhoods, Planning and Personnel	12 February 2015	<input type="checkbox"/> Yes (Date of dispensation:) <input checked="" type="checkbox"/> No
	Executive Member:	Date consulted:	Interest disclosed? ^{ix}				
	Executive Member for Neighbourhoods, Planning and Personnel	12 February 2015	<input type="checkbox"/> Yes (Date of dispensation:) <input checked="" 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					
CAPITAL INJECTION APPROVAL	<p>Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p>(If yes, you must complete the Approval box below)</p>						

REQUIRED:		
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 Timescales for implementation ^{xi}	
CONTACT PERSON:	Chris Dickinson	Telephone number ^{xii} : 0113 2475951
DECISION MAKER / AUTHORISED SIGNATORY ^{xiii} :	 Neil Evans	Date: 25 th February 2015

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.