


## 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.

<b>LEAD DIRECTOR<sup>i</sup>:</b>	Director of Public Health																
<b>SUBJECT<sup>ii</sup>:</b>	Request to approve a contract variation in accordance with Contracts Procedure Rule (CPR) 21.7 to vary the contract awarded to Developing Initiatives for Support in the Community (DISC) for the Community Drug and Alcohol Prevention, Treatment and Recovery Service (known as Forward Leeds).																
<b>DECISION DETAILS<sup>iii</sup>:</b>	<p>As a direct result of the Public Health Grant cuts announced by the Government, the Director of Public Health has given approval to reduce the annual contract value of the Community Drug and Alcohol Prevention, Treatment and Recovery Service (known as Forward Leeds) by £170,000 (2%) p.a. from £8,499,730 p.a. to £8,329,730 p.a.. The reduction will apply from 1 July 2016 with a full annual amount being realised in 2016/17 as follows :</p> <table border="1" style="width: 100%; border-collapse: collapse; margin: 10px 0;"> <thead> <tr> <th style="text-align: left;">2016-17</th><th style="text-align: left;">Original Value</th><th style="text-align: left;">Revised Value</th><th style="text-align: left;">Reduction</th></tr> </thead> <tbody> <tr> <td>(1 Mar – 30 Jun 2016)</td><td>2,124,933</td><td>2,124,933</td><td>-</td></tr> <tr> <td>(1 Apr 2016 – 30 Jun 2017)</td><td>6,374,797</td><td>6,204,797</td><td>170,000</td></tr> <tr> <td><b>Total</b></td><td><b>8,499,730*</b></td><td><b>8,329,730*</b></td><td><b>170,000*</b></td></tr> </tbody> </table> <p><small>*Investment in the service by the Leeds Clinical Commissioning Groups is not included in these figures and remains unchanged.</small></p> <p>In accordance with CPR 21.7, Strategy and Commissioning has already consulted and agreed the reduced contract value with DISC.</p> <p>Discussions are ongoing to identify, agree and implement further annual savings equating to 10% of the original contract value with effect from 1 April 2017. The outcome of these discussions will be the subject of a separate report and DDN later in the year.</p>	2016-17	Original Value	Revised Value	Reduction	(1 Mar – 30 Jun 2016)	2,124,933	2,124,933	-	(1 Apr 2016 – 30 Jun 2017)	6,374,797	6,204,797	170,000	<b>Total</b>	<b>8,499,730*</b>	<b>8,329,730*</b>	<b>170,000*</b>
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<b>TYPE OF DECISION:</b>	<p><input type="checkbox"/> Key Decision (Executive)</p> <p>Is the decision eligible for call-in?<sup>iv</sup>      <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p>Is the decision exempt from call-in?<sup>v</sup>      <input type="checkbox"/> Yes      <input type="checkbox"/> No</p> <p><input checked="" type="checkbox"/> Significant Operational Decision (Council or Executive<sup>vi</sup> – not subject to call-in)</p> <p><input type="checkbox"/> Administrative Decision (Council or Executive<sup>vii</sup> – not subject to publication or call-in)</p>																

NOTICE <sup>viii</sup> / CALL-IN (KEY DECISIONS ONLY):	<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:	All wards		
DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member	Date consulted: Dec 2015 – Feb 2016	Interest disclosed? <sup>ix</sup> <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* (please specify: )	Date consulted: Director of Public Health Dec 2015 – Feb 2016	Interest disclosed? <input type="checkbox"/> Yes (Date of dispensation: ) <input type="checkbox"/> No
CAPITAL INJECTION APPROVAL REQUIRED:	<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>		
CAPITAL INJECTION APPROVAL	<p>(Name: )</p> <p>(Title: )</p>	<p>Capital Scheme Number: XXXXXX / XXX / XXX</p> <p>Date:</p>	
CONTRACT DETAILS (PROCUREMENT DECISIONS ONLY)	Contract Reference Number: YORE-9F7N76	Contract Title: Community Drug and Alcohol Prevention, Treatment and Recovery Service (known as Forward Leeds)	
		Supplier: Developing Initiatives in the Community (DISC)	
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation		

CONTACT PERSON:	Helen Moran, Commissioning and Contracts Officer, Public Health	Telephone number <sup>xi</sup> : 0113 39 57576
DECISION MAKER / AUTHORISED SIGNATORY <sup>xii</sup> :	 Ian Cameron – Director of Public Health	Date: 27-06-16

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

<sup>ii</sup> 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.

<sup>iii</sup> 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.

<sup>iv</sup> 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.

<sup>v</sup> 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 5<sup>th</sup> working day after publication. Scrutiny Support will notify decision makers of matters called-in no later than 12 noon on the 6<sup>th</sup> working day.

<sup>vi</sup> 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).

<sup>vii</sup> 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.

<sup>viii</sup> 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.

<sup>ix</sup> 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.

<sup>x</sup> This may include other elected Members, officers, stakeholders and the local community.

<sup>xi</sup> 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.

<sup>xii</sup> 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.