


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 :	The Director of Children's Services
SUBJECT ⁱⁱ :	Contract invocation of the Contracts Procedure Rule(s) 21.2 and 21.7 in order to extend and, where applicable, vary the value of contracts with organisations for the delivery of services commissioned by Children's Services
DECISION DETAILS ⁱⁱⁱ :	<p>1) The Director of Children's Services approved the invocation of CPR 21.2 to extend the following contracts</p> <p><i>Contracts Procedure Rule No 21.2 – any contract extension must be approved by and dealt with by the relevant Chief Officer.</i></p> <p><i>Between £10k and £100k - Intermediate Value contract extensions:</i></p> <ul style="list-style-type: none"> • Community Accord: The sum of £15,000. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 • Leeds Gypsy and Traveller Exchange (GATE): The sum of £26,601. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 • Leeds Community Healthcare Trust: The sum of £35,000. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 • Women's Health Matters: The sum of £36,067. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 <p><i>Over £100k - High Value contract extensions:</i></p> <ul style="list-style-type: none"> • HomeStart Leeds: The sum of £189,000. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 • BARCA Leeds: The sum of £340,000. The contract extension shall commence on 1 April 2017 and expire on 31 March 2018 <p>2) The Director of Children's Services approved the invocation of CPR 21.7 to vary the following contracts</p> <p><i>Contracts Procedure Rule No 21.7 – all Contract variations must be in writing and signed by both the Council and the provider except where different provisions are made within the Contract documentation. The value of each variation must be assessed by the Authorised Officer and</i></p>

	<p><i>a Delegated Decision taken by the relevant Chief Officer</i></p> <ul style="list-style-type: none"> • HomeStart Leeds: A variation to reduce the annual value of the contract from £210,000 to £189,000. This represents a saving of 10%, or £21,000 per annum. The contract variation shall commence on 1 April 2017 • BARCA Leeds: A variation to reduce the annual value of the contract from £475,000 to £340,000. This represents a reduction of 28%, or £135,000 per annum. However, the reduction includes £75,000 of Families First funding which is due to end on 31st March 17 and it is not yet clear whether any further funding may be available, therefore the annual saving to LCC is £60,000. The contract variation shall commence on 1 April 2017 • Women's Health Matters: A variation to reduce the annual value of the contract from £42,432 to £36,067. This represents a saving of 15%, or £6,365 per annum. The contract variation shall commence on 1 April 2017
<p>TYPE OF DECISION:</p>	<p><input checked="" type="checkbox"/> Key Decision (Executive)</p> <p>Is the decision eligible for call-in?^{iv} <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Is the decision exempt from call-in?^v <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p> <p><input 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>
<p>NOTICE^{viii} / CALL-IN (KEY DECISIONS ONLY):</p>	<p>Date the decision was published in the List of Forthcoming Key Decisions: 22/12/16</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>
<p>AFFECTED WARDS:</p>	
<p>DETAILS OF CONSULTATION UNDERTAKEN:</p>	<p>Executive Member Date consulted: Interest disclosed?^{ix}</p> <p> Oct/Nov 2016 <input type="checkbox"/> Yes (Date of dispensation:)</p> <p> <input checked="" type="checkbox"/> No</p>

	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 REQUIRED:	Injection approval required? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (If yes, you must complete the Approval box below)		
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 Head of Commissioning & Market Management Timescales for implementation ^{xi} April 2017		
CONTACT PERSON:	Michelle Whippey	Telephone number ^{xii} : 0113 3785422	
DECISION MAKER / AUTHORISED SIGNATORY ^{xiii} :	 (Name: Steve Walker)	Date: 10/3/17	

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.