


## 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 <sup>i</sup> :	Director of Adults and Health
SUBJECT <sup>ii</sup> :	Request to utilise the negotiated procedure without prior publication of a notice under Regulation 32 of the Public Contracts Regulations 2015 to engage with Methodist Homes Association (MHA) for extra care services at Yew Tree Court and Rosewood Court within the MHA Moor Allerton Care Centre with the intention of commencing contract 1st October 2017 for an initial period of 5 years.
DECISION DETAILS <sup>iii</sup> :	<p>The Director of Adults and Health approved the use of the negotiated procedure without prior publication of a notice under Regulation 32 of the Public Contracts Regulations 2015, for an initial period of 5 years commencing 1st October 2017 at an annual value of £411,416.20, resulting in the award of a contract to Methodist Homes Association (MHA) to deliver extra care services at Yew Tree Court and Rosewood Court.</p> <p>The contract period is recommended to run from 1st October 2017 to 30th September 2022. This is with the proviso to review the service prior to the expiry of the agreement and to seek approval for the continuation of the contract for a further 5 years on a rolling programme. The formal approval process will be adhered to at the appropriate juncture.</p> <p>Officers on behalf of Leeds A&amp;H commissioning and PPPU will engage with MHA to finalise the terms of the contract and the long term vision to move towards the new Leeds model of extra care. The outcome of this engagement will be summarised and presented for significant operational decision prior to award of contract.</p>
TYPE OF DECISION:	<input type="checkbox"/> Council function (not subject to call-in) <input checked="" type="checkbox"/> Executive decision (Key) Is the decision eligible for call-in? <sup>iv</sup> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No Is the decision exempt from call-in? <sup>v</sup> <input type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Executive decision (Significant Operational <sup>vi</sup> – not subject to call-in)
NOTICE <sup>vii</sup> / CALL-IN (KEY)	Date the decision was published in the List of Forthcoming Key Decisions: 2 <sup>nd</sup> August 2017

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:	N/A	
DETAILS OF CONSULTATION UNDERTAKEN:	Executive Member      Date consulted: 24/7/17	Interest disclosed? <sup>viii</sup> <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 <sup>ix</sup> (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 type="checkbox"/> No (If yes, you must complete the Approval box below)	
CAPITAL INJECTION APPROVAL	(Name: ) (Title: )	Capital Scheme Number: XXXXX / XXX / XXX Date:
IMPLEMENTATION (KEY DECISIONS ONLY)	Officer accountable for implementation Commissioning Officer, Strategic Commissioning Timescales for implementation <sup>x</sup> 1 <sup>st</sup> October 2017	
CONTACT PERSON:	Mick Ward	Telephone number <sup>xi</sup> : 0113 3783884
DECISION MAKER / AUTHORISED SIGNATORY <sup>xii</sup> :	Chief Officer Resources and Strategy  Steve Hume	Date: 12/9/17

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<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 13.2.1, please refer to the connected Key decision in the decision details (either by the title or the reference number).

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

<sup>x</sup> Please include proposed timescales for commencement and / or completion of implementation as appropriate.

<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.

