

Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

Decision type	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" type="checkbox"/> £500,000 to £1,000,000 <input type="checkbox"/> over £1,000,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000 <input type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input type="checkbox"/> £25,000 to £100,000
Director¹	Director of Adults and Health		
Contact person:	Mark Phillott	Telephone number: 0113 37 83923	
Subject²:	Annual fee review for externally commissioned adult care services 2024/2025		
Decision details³:	<p>What decision has been taken? (Set out all necessary decisions to be taken by the decision taker including decisions in relation to exempt information, exemption from call in etc.)</p> <p style="text-align: center;">The Director of Adults and Health :</p> <p>Approved an increase in the fee rates as detailed in the table in paragraph 15 ii below for the externally commissioned home care services under the new Interim Homecare contract including the hospital retainer rate, and the new rate for the Community Health and Wellbeing contract the financial year 2024/2025 in paragraph 15 ix.</p> <p>Approved the fee increase and agreed the new cost structure stated in paragraphs 16 ix and 16 x of this report for the independent sector older people's care homes overarching agreement for the financial year 2024/2025.</p> <p>Approved an increase in the hourly rates for Extra Care and the Direct Payments rate for Personal Assistants, in accordance with the home care rate increases to be applied to the Primary and Framework providers as stated paragraphs 18 and 19 in the report.</p> <p>Approved an increase in the hourly rates for Community Based Short Breaks Providers to be managed within the overall budget for this service as stated in paragraph 15 xiii of the report.</p> <p>Approved the inflationary allocation to manage all uplift requests for 2024/2025 for all independent sector Learning Disability and all other working age adult independent sector providers.</p> <p>Approved the process of uplift offers with providers of services for working age adults, during the course of 2024/25, based on the use of the adapted Care Cost Calculator and on rigorous value for money audits of the Service Cost Analysis Form (SCAF) submitted by the providers.</p> <p>Agreed that all increases in fees shall be applied from, the 8th April 2024.</p> <p>Noted the relevant Head of Commissioning will implement this decision immediately following the expiry of the call in period by issuing letters to the care</p>		

¹ Give title of Director with delegated responsibility for function to which decision relates.

² 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


³ Simply refer to supporting report where used as these matters have been set out in detail.

	<p>providers to inform them of this decision and updating the Client Information System to allow payments to be made at the new rate or commencing the discussions with providers where relevant.</p>
	<p>A brief statement of the reasons for the decision (Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal, HR and Equality colleagues as appropriate)</p> <p>See report</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>See report</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Executive Member for Adult Social Care, Public Health and Active Lifestyles has been informed of the fee increases</p>
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	<p>Others</p> <p>The Leeds Care Association</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Refer to decion details above</p>
List of	Date Added to List:-

⁴ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

Forthcoming Key Decisions⁷	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call In	Is the decision available ⁹ for call-in?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
	If exempt from call-in , the reason why call-in would prejudice the interests of the council or the public:	
Approval of Decision	Authorised decision maker ¹⁰ Caroline Baria – Director of Adults and Health	
	Signature 	Date 6 th March 2024

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ See Executive and Decision Making Procedure Rule 5.1. Significant operational decisions taken by officers are never available for call in. Key decisions are always available for call in unless they have been exempted from call in under rule 5.1.3.

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.