

Delegated Decision Notice

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

Decision type	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input 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 checked="" 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:	Eleanor Hastwell	Telephone number: 0113 37 89864	
Subject²:	Authority to extend an existing contract and also transfer Leeds City Council funding for the Community Support Team Service provided by Touchstone - Leeds to the West Yorkshire Integrated Care Board via an existing Section 256 arrangement		
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>The Director of Adults and Health approved the ongoing funding transfer from the Council to the ICB. The amount transferring will be a maximum of £201,473 per annum. It is proposed that funding will be transferred from 1st October 2024. The Agreement is already utilised to transfer funding to the ICB for other similar provision including the Leeds Survivor Led Crisis Service and Leeds Mind's Employment Support Service.</p> <p>The Director agreed to invoke a six-month extension period to the Existing Contract for the CST service provided by Touchstone - Leeds for the period 1st April 2024 to 30th September 2024 at a cost of £100,736.</p> <p>To note the work which is underway with the provider and ICB commissioners to agree an efficiency saving to the Council element of CST funding, prior to the transfer, which minimises the impact to frontline service delivery.</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>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:	Executive Member The Executive Member for Adult Social Care, Public Health and Active Lifestyles was briefed on the 6 th March 2024.
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others The Council's Procurement and Commercial Services (PACS) and PACS Legal Team have been consulted.
Implementation	Officer accountable, and proposed timescales for implementation See report
List of Forthcoming Key Decisions⁷	Date Added to List:-
	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	If not published for 5 clear working days prior to decision being taken the reason

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.

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

report⁸	why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call In	Is the decision available ⁹ for call-in?	<input 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

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.