

Delegated Decision Notice (DDN)

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 checked="" 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 Strategy and Resources		
Contact person:	John Purvis		Telephone number: 0113 336 8940
Subject²:	Changes to the Council's Constitution to update the Contracts Procedure Rules.		
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>To amend the Council's Contracts Procedure Rules to reflect the new procurement thresholds which came into force on 1st January 2024 and to include reference to the new Health Care Services (Provider Selection Regime) Regulations 2023 in respect of health care services which are the statutory responsibility of the Council.</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>As a general rule, the procurement thresholds are updated every 2 years and they recently increased on 1st January 2024.</p> <p>Additionally, the Health Care Services (Provider Selection Regime) Regulations 2023 came into force on 1st January 2024 and has changed the way that health care services are procured by relevant authorities (which includes local authorities) and as a result, these no longer fall under the remit of the Public</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>Contracts Regulations 2015.</p> <p>Therefore, the Contracts Procedure Rules require updating to reflect the new changes which have now come into force.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision.</p> <p>The Contracts Procedure Rules are a legal requirement and constitute standing orders for the purpose of section 135 of the Local Government Act 1972.</p>
Affected wards:	None.
Details of consultation undertaken⁴:	Executive Member None
	Ward Councillors None
	Others Legal Services
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Victoria Bradshaw, Chief Officer Financial Services</p> <p>To be implemented as soon as possible.</p>
List of Forthcoming Key Decisions⁵	Date Added to List:-
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision
	<p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible:
	<p>If published late relevant Executive member's approval</p> <p>Signature _____ Date _____</p>

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

⁵ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only.

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only.

Call In	Is the decision available ⁷ for call-in?	<input type="checkbox"/> Yes <input checked="" 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 VICTORIA BRADSHAW , Chief Officer Financial Services	
	Signature <i>V. f. Bradshaw</i>	Date 8th March 2024

⁷ 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.