

## Delegated Decision Notice

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

<b>Decision type</b>	<input type="checkbox"/> Key Decision	<input checked="" type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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
<b>Director<sup>1</sup></b>	Director of Public Health		
<b>Contact person:</b>	Kate Daly – Commissioning Programme Leader		Telephone number: 0113 3786027
<b>Subject<sup>2</sup>:</b>	Enhanced support for vulnerable and marginalised groups to contribute to the city's Covid-19 response and management of outbreaks		
<b>Decision details<sup>3</sup>:</b>	<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 Public Health has approved and agreed to enter into contract variations to enhance the capacity of existing services who work with vulnerable and marginalised groups to prevent the spread and manage local outbreaks in line with the Leeds Covid-19 Outbreak Plan. The contract variations are in accordance with Council's Contract Procedure Rule 21.7.</p> <p>This decision relates to the following contracts / agreements:</p> <ul style="list-style-type: none"> <li>• Providing an additional £56,400 to the Service to support women who are sex working in Leeds (Athena Project) (DN415655) provided by Basis Yorkshire (existing contract value - £564,000)</li> <li>• Providing an additional £15,000 to the Building Health and wellbeing capacity within the Gypsy and Traveller Communities in Leeds service (DN371851) provided by Leeds GATE (existing contract value - £147,912)</li> <li>• Providing an additional £11,500 to the Building Health and wellbeing capacity within the Roma Communities in Leeds service provided by LCC Childrens Services (existing contract value - £105,000)</li> </ul>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

- Providing an additional £56,400 to the Leeds Domestic Violence Service (9Y9N-Z2LOII – 1) provided by Leeds Women’s Aid (existing contract value - £3,180,380)

It is vital that the increased funding is made available immediately, so that the well-respected organisations can continue and enhance the support that they provide to vulnerable and marginalised groups in regard to preventing and responding to local outbreaks in line with the Leeds COVID-19 outbreak plan. This arrangement is in line with recommendations from the PHE joint working agreement to protect vulnerable groups. This funding will allow for organisations to be a crucial partner in managing outbreaks amongst these particular groups.

These organisations already work with the vulnerable groups and understand the needs of the community and are best placed to ensure that national messaging and interventions are made accessible. They have resources and systems in place to provide a timely and effective response which other organisations would be unable to do.

The contracts will be subject to frequent monitoring to ensure value for money is achieved. The variation agreements will end on 31<sup>st</sup> March 2021 and any unspent sums will be returned to the Council.

**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)

Leeds City Council’s aim is to ensure that its COVID-19 response meets the needs of all communities, communities of interest and those who are at greater risk, or more vulnerable, to COVID-19. Vulnerability includes those who are clinically and socially vulnerable, and those communities who are marginalised or under served, including people with experience of domestic abuse, Gypsy and Traveller communities, Roma communities and women who are sex working.

Throughout the pandemic, the Council has been working closely with commissioned services who support these marginalised groups in order to use their expertise and position as a trusted partner to develop and tailor approaches to engagement and support for vulnerable and marginalised groups in relation to Covid-19 and the associated lockdown restrictions.

It is now recognised that there is a need to temporarily uplift the existing capacity of these services in order for the organisations to continue their community response and support the COVID-19 Outbreak Plan during the next phase, including:

- Intelligence mapping the need to target resources/activities
- Proactively engaging with those most at risk
- Increasing capacity within communities and partners to provide effective preventative approaches
- Disseminating appropriate guidance to key communities and individuals
- Ensuring a proactive appropriate outbreak response (if required)
- Ensuring testing is appropriate and accessible for the community and individuals, including providing support to access
- Ensuring contact tracing is appropriate for the community and individuals, and provide support as required
- Ensuring the vaccination programme is appropriate for all the community and individuals, and provide support to access where required

The Council will continue to have regular catch ups (generally monthly) and more formal quarterly contract management teams with Basis, Leeds Women's Aid, Leeds GATE and Children's Services to discuss and monitor the commissioned services and their Covid-19 response.


COVID-19 grant funding has been made available to Leeds City Council from Central Government to fund their local Covid-19 response. The Council has received a one off payment of £10.4 million, which will be used to cover this temporary uplift for commissioned services.

In line with the Public Contract regulations 2015 and the council's Contracts Procedure Rules (CPRs), variations are permitted where they are within the scope of the original contract and where the value of the contract is not increased substantially in favour of the provider in a manner which was not provided for in the initial contract. Therefore, variations to the aforementioned services are deemed within the original scope and therefore the risk of challenge from other providers are low.

	<p>This is a Significant Operational Decision due to the value of the contract variations and as such it is required to be approved in line with the Council's delegated decision making process and is not subject to call in.</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 implementation of the COVID-19 Outbreak Plan is a key priority for the Council in order to minimise the spread of the virus and the risk of local outbreaks. Various options to use the funding available from Central Government have been considered, however the need for a fast response and for organisations to be both trusted by the vulnerable groups and have a deep understanding of community needs, means that contract variations to enhance current services is the preferred option.</p>
<b>Affected wards:</b>	All wards
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member – Cllr Charlwood – 27-11-2020
	Ward Councillors
	Others
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation</p> <p>Kate Daly – Commissioning Programme Leader</p> <p>1<sup>st</sup> December 2020 – 31<sup>st</sup> March 2021</p>
<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- n.a.
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<p><b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</p>
<b>Publication of</b>	If not published for 5 clear working days prior to decision being taken the reason why not possible:

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

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

<b>report<sup>6</sup></b>	If published late relevant Executive member's approval	
	Signature	Date
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	<b>If exempt from call-in</b> , the reason why call-in would prejudice the interests of the council or the public:	
<b>Approval of Decision</b>	Authorised decision maker <sup>8</sup> Victoria Eaton Director of Public Health	
	Signature 	Date 02-12-2020

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

<sup>7</sup> 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.

<sup>8</sup> Give the post title and name of the officer with appropriate delegated authority to take the decision.