

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	The Director of Adults and Health		
Contact person:	David Peel, Commissioning Manager - Older People	Telephone number: 0113 378 3836	
Subject²:	Request to approve the award of places to care home providers onto the COVID-19 Discharge to Assess (D2A) Framework Agreement 2		
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 award onto the Discharge to Assess Framework Agreement 2 service of all the providers identified by Commissioning Officers at Appendix 2 of the associated report for a period of approximately 4 months with effect from 7th December 2020 to 31st March 2021, with the option to extend for up to a further 6 months in any combination subject to confirmation of a funding source.</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>This decision is a direct consequence of a previous decision to go out to market with the intention of procuring a second framework agreement for discharge to assess (D2A) beds for the city of Leeds. This exercise was undertaken to increase the bed capacity within care homes across the city in support of the discharge from hospital process. This supports the swift placement of medically fit patients from acute hospital settings to care homes where they are able to recuperate and have a full assessment of their needs.</p>		

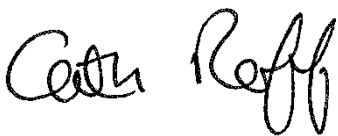
¹ Give title of Director with delegated responsibility for function to which decision relates.

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 procurement exercise was commenced 25th November 2020 after obtaining the authority to undertake a procurement as a Key Decision via the Special Urgency Provisions (reference D5250). The invitation to tender closed 2nd December 2020 and following evaluation has resulted in 31 additional beds across 6 care homes being identified.</p> <p>All ensuing costs generated by calling off from the framework will be fully funded from the discharge to assess funding from the NHS Leeds Clinical Commissioning Group.</p> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision The precedent for the decision set out here was created during the first period of the pandemic and the subsequent procurement of an initial D2A framework agreement for the city which was established from the 1st November 2020, whereby spare capacity within care homes was sought to minimise the impact of COVID-19 on the health and social care system. This decision is looking to build upon that existing solution.</p>
Affected wards:	Citywide. D2A beds will be available in a variety of locations across the city ensuring citizens in each ward have access to a care home bed.
Details of consultation undertaken⁴:	<p>Executive Member The Executive Member for Health Wellbeing and Adults was briefed on the original decision to go out to procurement on the 18th November 2020 and briefed on the outcome of that exercise on the 3rd December 2020.</p> <p>Ward Councillors No specific Ward Councillors have been engaged in consultation as part of this decision process.</p> <p>Others During the original work to establish the D2A beds consultation with care home providers and third sector colleagues was undertaken. However due to the urgency of securing additional capacity consultation and engagement with members of the public and ward councillors was not undertaken.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation The accountable officer is the Head of Commissioning, Contracts and Business Developments for Adults and Health. Following approval of the decision work</p>

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

	will be completed to have the D2A Framework Agreement 2 in place from Monday 7 th December 2020.	
List of Forthcoming Key Decisions⁵	Date Added to List:- n/a	
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision n/a	
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____	
Publication of report⁶	If not published for 5 clear working days prior to decision being taken the reason why not possible: n/a	
	If published late relevant Executive member's approval Signature _____ Date _____	
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: This is a significant operational decision and is therefore not subject to call-in.	
Approval of Decision	Authorised decision maker ⁸ Cath Roff, The Director of Adults and Health	
	Signature 	Date 4/12/20

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

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.

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