Delegated Decision Notice

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

Decision type	☐ Key Decision	☒ Significant Operational Decision	☐ Administrative Decision
Approximate value	☐ Below £500,000 ☐ £500,000 to £1,000,000 ☐ over £1,000,000	☐ below £25,000 ☐ £25,000 to £100,000 ☒ £100,000 to £500,000 ☐ Over £500,000	☐ below £25,000 ☐ £25,000 to £100,000
Director[1]	Director of Adults and Health		
Contact person:	Aidan Smith		Telephone number: 0113 37 87856
Subject[2]:	Request to seek approval from the Director of Adults and Health to utilise the 12 month extensions available within each of the 6 individual existing contracts with Advonet, Connect in the North, Hamara Healthy Living Centre, Health for All (Leeds) Ltd, Chapeltown CAB and HF Trust Limited, for the provision of a variety of learning disability day opportunities and information and advice services in accordance with Contracts Procedure Rule 21.1.		
Decision details[3]:	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.) The Director of Adults and Health approved the utilisation of the 12 month extension available within the contract with Hamara Healthy Living Centre for the provision of the HALO project, in accordance with CPR 21.1. This contract extension will commence on 1st April 2021 and expire on 31st March 2022 in the sum of £150,990.00.		
	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) In 2009, the learning disabilities Day Services Modernisation project was undertaken, with a goal to move away from large congregate services, towards more personalised, community based projects and support. This resulted in a number of providers being awarded with grants and contracts to provide a diverse range of day opportunities for adults with learning disabilities across Leeds. The 6 contracts within this report were awarded following this process and have contributed to an increased choice of opportunities available across the city, supporting the achievement of positive outcomes for those who attend.		

[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.

	Moreover, these third sector providers have offered viable, value for money alternatives to traditional 'adult social care day services'. Invoking the extensions with these contracts will ensure continuity of provision for adults with learning disabilities, whilst allowing officers to undertake the next steps and introduce the initial recommendations from the wider learning disability review work, including further value for money analysis and the exploration of future commissioning options. This will include allowing Commissioners to undertake a pilot with The Conservation Volunteers, to move to individualised purchasing arrangements, and explore whether this way of working could be replicated across other day opportunities to maximise quality, value for money and allow for greater asset based work
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
Affected wards:	All
Details of consultation undertaken[4]:	Executive Member 25th Jan 2021
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation Aidan Smoth – Head of Service April 2021
List of Forthcoming Key Decisions[5]	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

[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

Publication of report[6]	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[7] for call-in?	☐ Yes	☐ 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[8] Cath Roff – Director of Adults and Health		
	Cath Roff		Date 10th Feb 2021

[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.