

Delegated Decision Notice

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

Decision type	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
Approximate value	<input type="checkbox"/> Below £500,000 <input checked="" 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 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:	Marcus Gay	Telephone number: 0113 37 83851	
Subject²:	Request to modify the Community Home Care Service Contract under Regulation 72 (1) (B) of the Public Contracts Regulations 2015. Contract ID: 9TNT-3CP110 (DN191973)		
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 style="margin-left: 40px;">a) The Deputy Director of Adults and Health approved the modification of the Community Home Care Service contract under Regulation 72 (1) (b) of the Public Contracts Regulations 2015 to modify the contract for 12 months from 1st June 2021 to 31st May 2022 with the option to extend for up to a further 12 month period with the list of providers appended to this report under Appendix 1.</p> <p>The Deputy Director of Adults and Health noted that the Head of Service, Commissioning and Business Development, Older Adults, will oversee the implementation of this decision.</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>There is no overriding legal obstacle preventing the variation of this contract under CPRs 21.7 (variations) and the contents of this report should be noted. In making the final decision, the Director of Adults and Health should be satisfied that the course of action chosen represents best value for money.</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.

	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
Affected wards:	Otley, Guiseley & Yeadon Wetherby, Thorne & Harewood Garforth & Swillington Morley & Rothwell Wortley, Calverley & Cookridge Meanwood, Colton & Shadwell
Details of consultation undertaken⁴:	The Executive Member for Health, Wellbeing and Adults has been briefed on this decision. Contracted home care providers have been briefed and made aware of this decision. There has been, and will continue to be, extensive consultation with all stakeholders throughout this period of time in order that future service provision is fit for purpose and offers best value.
Implementation	Officer accountable, and proposed timescales for implementation Head of Service – Commissioning and Business Development 1 st June 2021
List of Forthcoming Key Decisions⁵	Date Added to List:- 10 th Feb 2021 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

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

report⁶	reason why not possible:	
	If published late relevant Executive member's approval Signature _____ Date _____	
Call In	Is the decision available ⁷ for call-in?	<input checked="" 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 ⁸ Shona McFarlane Deputy Director of Adults and Health	
		Date 17 th March 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.