

## 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 checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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
<b>Director<sup>1</sup></b>	Director of Adults and Health		
<b>Contact person:</b>	Mark Phillott	Telephone number: 0113 37 83923	
<b>Subject<sup>2</sup>:</b>	Annual fee review for externally commissioned adult care services 2021/22		
<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 Deputy Director of Adults and Health:</p> <ol style="list-style-type: none"> <li>a) Approved an increase of 1.5% in the hourly rates for the externally commissioned home care services with the Primary and Framework Providers, in accordance with the specified costing model contained within the terms and conditions of the contract.</li> <li>b) Approved the fee increase and agree the new cost structure stated in paragraph 3.19 of this report for the independent sector older people's care homes overarching agreement for the financial year 2021/2022.</li> <li>c) Approved an increase in the hourly rates for Extra Care and the Direct Payments rate for Personal Assistants, in accordance with the home care rate increases to be applied to the Primary and Framework providers as stated in the report.</li> <li>d) Approved an increase of 1.5% in the hourly rates for home care services commissioned on a spot purchase basis.</li> <li>e) Approved the allocation of £1,480,610 to manage all uplift requests for 2021/2022 for all independent sector Learning Disability providers and £376,280 to manage all uplift requests for 2021/2022 for all other working age adult independent sector providers.</li> <li>f) Approved the process of individual fee negotiations with providers of services for working age adults, during the course of 2021/22, based on the use of the Care Cost Calculator and on rigorous value for money audits of the Service Cost Analysis Form (SCAF) submitted by the</li> </ol>		

<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.

	<p>providers.</p> <ul style="list-style-type: none"> <li>• Agreed that all increases in fees shall be applied from the 1st April 2021.</li> <li>• To note that the relevant Head of Commissioning will implement this decision immediately following the expiry of the call in period by issuing letters to the care providers to inform them of this decision and updating the Client Information System to allow payments to be made at the new rate or commencing the relevant discussions with providers where relevant.</li> </ul>
	<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 are no specific legal implications regarding the increase of fees as part of this report because the existing terms and conditions allow for financial uplifts throughout the life of the different contracts.</p> <p>By implementing the increases recommended in this report, Adults and Health will ensure it is meeting its obligations under the contracts with independent sector providers and will support the local authority's duty under the Care Act to ensure there is sufficient provision of quality services in the care market to meet local needs.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p>
<b>Affected wards:</b>	All
<b>Details of consultation undertaken<sup>4</sup>:</b>	<p>Executive Member Cllr Venner was briefed on 16<sup>th</sup> March 2021</p> <p>Ward Councillors</p> <p>Others</p>
<b>Implementation</b>	<p>Officer accountable, and proposed timescales for implementation Head of Commissioning Services April 2021</p>

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

<b>List of Forthcoming Key Decisions<sup>5</sup></b>	Date Added to List:- 29 <sup>th</sup> Jan 2021
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____
<b>Publication of report<sup>6</sup></b>	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 _____
<b>Call In</b>	Is the decision available <sup>7</sup> for call-in? <input checked="" type="checkbox"/> Yes <input 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> Shona McFarlane Deputy Director of Adults and Health
	Signature: <i>Shona McFarlane</i> Date: 17 <sup>th</sup> March 2021

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

<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.