

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	Director of Adults and Health		
Contact person:	Caroline Baria		Telephone number: 0113 37 89914
Subject²:	To seek authority to procure cost of care exercises for older people's care homes and for home care. The total budget available is £120,000.		
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 Deputy Director of Adults and Health: Approved the procurement to commission an external agency to undertake two open book cost of care exercises simultaneously, to help inform fee rates for 2022/23, for older people's care homes and for home care, and to identify a formula to inform future fee rates.</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>The Care Act 2014 places a duty on local authorities to ensure there is a viable and sustainable market of social care provision to meet needs. The Care Act also requires local authorities to make available sufficient capacity, and a choice of quality services for people who fund their own care as well as for people who are state funded.</p> <p>Fee rates for Older Adults care homes were reviewed in 2017/18 following a comprehensive cost of care exercise undertaken by an independent</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>organisation, Mazars. The review resulted in revised fee levels and established a formula to be used to inform subsequent annual fee increases.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>It is anticipated that the cost of commissioning an external agency to deliver a comprehensive cost of care exercise for older people's care homes and for home care will cost in the region of £100k - £120k</p> <p>Financial contributions towards the cost of the work will be sought from the NHS Leeds Clinical Commissioning Group (CCG) and Leeds Care Association (LCA). The Adults & Health contribution will be funded from Directorate's reserves.</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Officers are in discussion with care home providers in relation to the fee rates for 2021/22 and in relation to additional costs related to Covid 19. Further engagement will commence with the providers and with the LCA in relation to the proposed cost of care exercise to inform fee levels beyond 2021/22.</p> <p>Consultation will also continue with the home care primary and framework providers in relation to the costs of delivery home care under the existing service model and Framework agreement and within the context of a new delivery and service model.</p> <p>The Executive Member for Health, Wellbeing and Adults has been briefed on this decision.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Caroline Baria – June 2021</p>
List of Forthcoming Key Decisions⁵	<p>Date Added to List:-</p> <p>If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision</p>

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

	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:	
	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 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 – Adults and Health	
		Date 18 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.