

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 Public Health		
Contact person:	Leanne Powell		Telephone number: 0113 5351246
Subject²:	Extension of contract for a 24 month period with DANCE ACTION ZONE LEEDS, LS-TEN and Health for All (Leeds Ltd) for the Family Healthy Living Services in accordance with Contracts Procedure Rule 21.2 (contract extensions)		
Decision details³:	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 Deputy Director of Adults and Health approved the twenty-four month contract extension period that is available for the existing family healthy living service contracts with effect from 1st April 2022 for a maximum value of: DN 464242 - Lot 3: Health for All (Leeds Ltd) - £166,080 (£83,040.00 per annum)		
	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) Leeds City Council commissions the family healthy living services that provide services promoting healthy weight for children and families by providing physical activity and healthy eating sessions. The family healthy living service is currently delivered through three 3 rd sector family healthy living providers – DN 464256- DANCE ACTION ZONE LEEDS (DAZL), DN464259- LS-TEN and DN 464242- Health for All (Leeds Ltd). The current contracts were put into place on 1 st April 2020 via a waiver to		

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>Contracts Procedure Rules (CPRs) 9.1 and 9.2 (high value procurements). This was following the unsuccessful procurement to commission a single contract delivering the family healthy living programme. The contracts are for two years plus up to 24 months in any combination. The initial contract period is due to expire on 31st March 2022 and it is necessary to take a decision regarding extending the contracts to ensure continuity in the delivery of an integrated family healthy living service and to ensure that the provision of work in Leeds most deprived communities is continued.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>N/A</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>Executive Member</p> <p>Exec member for Health and Wellbeing</p> <p>Ward Councillors</p> <p>Others</p> <p>Consultation has taken place with the Director of Public Health, Public Health Programme Board and Procurement and Commercial Services (PACS).</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Leanne Powell</p> <p>Extension of contracts to commence April 2022</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> <p>If Special Urgency Relevant Scrutiny Chair(s) approval</p> <p>Signature _____ Date _____</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

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 checked="" 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	
	<i>Shona McFarlane</i>	Date 26 th May 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.