

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	Victoria Eaton – Director of Public Health		
Contact person:	Gail Evans – Head of Public Health – Health Protection	Telephone number: 07891271167	
Subject²:	To implement extension of existing Co-operation agreement held with Leeds Community Healthcare NHS Trust for the Infection Prevention Control contract to continue work for COVID-19 pandemic		
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 Director of Public Health has approved to implement a 9-month extension under variation 2 of the existing Co-operation agreement (DN384500) held with Leeds Community Healthcare Trust by 9 months from the 1st July 2022 to 31st March 2023. This will enable enhanced and increased capacity and capability of the existing Infection Prevention and Control Service to continue under the existing agreement.</p> <p>The Director of Public Health has noted this service is commissioned by Public Health to Leeds Community Healthcare NHS Trust (LCH) and is required to continue with the scaling up of this service to continue to deliver on outbreak management and the COVID-19 NHS Test and Trace programme.</p> <p>The Director of Public Health has approved and noted the cost of this extension for 9-months is £396,900 and this will enable LCH to continue the increased capacity of the existing Leeds Infection Control and Prevention service. The rationale for this time period is due to the requirement to continue to effectively</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.

manage the ongoing requirement for infection prevention and management of COVID-19 and the need to have a robust agreement with flexibility with this existing Provider. This will be achieved by formally extending the variation agreement with Leeds Community Healthcare NHS Trust to deliver this vitally important service. This will be reviewed annually.

The Director of Public Health has approved to change the extension provision from the 12 months in the original contract variation to 9 months. This will be confirmed by letter to LCH and both parties will sign this agreement

The value of this extension is for a 9-month period (1st July 2022 to 31st March 2023) is £396,900. The funding for this extension will be accounted for in the management of the non-recurrent Public Health budget which includes the Health Inequalities Fund.

A brief statement of the reasons for the decision⁴

The existing Infection Prevention and Control Service has the specialist skills, knowledge, and expertise to deliver this programme.

Leeds has strong local health protection outbreak management arrangements in place which has ensured that we have been able to immediately scale up, on a temporary basis, to respond to COVID-19 in Leeds, working on the principle of building on existing arrangements. The LCH infection prevention service is an integral service in the provision of the local outbreak management response to community settings in Leeds. Leeds City Council needs to ensure we have a resilient, effective, and responsive service that can manage the demands of the pandemic on a more sustainable footing. An extension is required to enable the provider to recruit and retain valuable highly trained and competent professionals to deliver this work programme.

This additional resource provides:

- Increased capacity and capability of existing LCH Infection Prevention Service to ensure there is sufficient capacity to manage the national Track and Trace programme and safely manage outbreaks in Leeds. To deliver the following areas as outlined in the 'test, track and trace local delivery model':
 - Local outbreak management in complex settings (care

⁴ Include any significant financial, procurement, legal or equalities implications, having consulted with Finance, PACS, Legal or Equality colleagues as appropriate.

	<p>homes/ schools / hostels)</p> <ul style="list-style-type: none"> • Direct infection prevention and wider support to complex groups and households • Proactive advice & guidance (e.g., schools/ workplaces) • Local engagement & intelligence gathering (e.g., VCS/ LA front-line) • Local communications • Care home testing/ support and contact tracing. • <p>Specific activities required from LCH IPC service include:</p> <p>Increased provision of Infection Prevention and Control (IPC) training (increased frequency and additional training requirements including PPE, COVID specific topics, new updated evidence) to care homes using innovative ways of ensuring delivery. Monitor and report monthly on numbers training and evaluations.</p> <p>Increased provision of IPC training to homecare and other community settings such as luncheon clubs using innovative ways of ensuring delivery. Monitor and report monthly on numbers training and evaluations.</p> <p>Develop and deliver an IPC package for schools and early year's settings and engaging with existing work across the city. Monitor and report monthly on numbers training and evaluations.</p> <p>Provide IPC expertise to the management of covid-19 outbreaks, incidents, and cases of concern.</p> <p>Monitor the number of outbreaks providing daily contact to schools, nurseries and care settings and a daily update across the system.</p> <p>Manage and respond to IPC enquiries relating to Covid-19.</p> <p>Promote best practice based on evidence across the Leeds Health and social care system.</p> <p>Provide a 7-day service, Mon – Fri 8am-5pm, Sat, and Sun 9-5.</p> <p>Ensure the ability to set up IPC services to manage any surge in Covid-19 cases</p> <p>Retain the ability to test for Covid-19 should it be required.</p> <hr/> <p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>This is the best value for money option as the skills and local knowledge already existing in this team. The NHS test and trace programme is a local level programme which will support the residents of Leeds and provide an essential element against the fight against COVID-19 and saving lives.</p>
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Affected wards:	
Details of consultation undertaken⁵:	Executive Member for Public Health and Active Lifestyles was consulted on 23 September 2021
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation Gail Evans – Head of Public Health – Health Protection
List of Forthcoming Key Decisions⁶	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 _____
Publication of report⁷	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 ⁸ 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 ⁹ Victoria Eaton Director of Public Health
	Signature  Date 23-09-2021

⁵ Include details of any interest disclosed by an elected Member on consultation and the date of any relevant dispensation given.

⁶ See Executive and Decision-Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁷ See Executive and Decision-Making Procedure Rule 3.1. Complete this section for key decisions only

⁸ 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.

⁹ Give the post title and name of the officer with appropriate delegated authority to take the decision.