

Delegated Decision Notice xx

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 Communities, Housing and Environment		
Contact person:	Simon Pickering		Telephone number: 0113 378 7854
Subject²:	Extension of the Overnight Service and Hub contract with St George's Crypt		
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>i) The Director of Communities, Housing and Environment approved the application of the three-year contract extension to the St George's Crypt Hub and Overnight Service contract, reference DN251743, commencing 1st April 2022 to 31st March 2025 at a cost of £201,220 per annum. Total value of the extension £ 603,660.00.</p> <p>ii) The Director of Communities, Housing and Environment approved the continued inclusion of additional Government Homeless Prevention grant funding via a variation of contract of £143,560.00 from 1st April 2022 to 31st March 2023 plus £143,560.00 per annum for the second and third years of the extension (subject to grant funding). Total value £430,680 over the three-year period to maintain the current service delivery.</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>Authority to extend the Overnight and Hub service contract with St George's Crypt for a period of three years in accordance with Contracts Procedure Rule (CPR) 21.2 (contract extensions) and to vary the contract under CPR 21.7 by increasing the contract price by 33% from additional grant funding in order to</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.

	maintain service delivery and full funding of service costs for the next three years, whilst the service is subject to strategic review.
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision No alternative options available to ensure the service continues to operate under contract.
Affected wards:	Little London and Woodhouse
Details of consultation undertaken⁴:	Executive Member for Environment and Housing
	Ward Councillors
	Others
Implementation	Officer accountable, and proposed timescales for implementation Simon Pickering. Decision to be implemented in March 2022 to allow contract extension to be applied.
List of Forthcoming Key Decisions⁵	Date Added to List:- 15/11/2021
	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 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 _____

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

⁶ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

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 The Director of Communities, Housing and Environments – James Rogers		
	Signature	Date	
		28/2/22	

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.