

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 type="checkbox"/> Significant Operational Decision	<input checked="" 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 type="checkbox"/> £100,000 to £500,000 <input type="checkbox"/> Over £500,000	<input type="checkbox"/> below £25,000 <input checked="" type="checkbox"/> £25,000 to £100,000
Director¹	Cath Roff		
Contact person:	Daniel Hardy	Telephone number: 0113 378 7895	
Subject²:	<p>Approval request to award a new contract directly to Tech-in-Care Limited for the provision of and ongoing support to the Hospital to Home solution for a 1 year period from the date of contract award at a cost of £50,000.00.</p> <p>The recommendation is made on technical grounds, as there is no reasonable alternative. The Hospital to Home solution is proprietary to Tech-in-Care Limited as such, only they are able to provide the necessary technical support, maintenance and updates to the system.</p>		
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.) Please refer to report attached.		
	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) Please refer to report attached.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision Please refer to report attached.		

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.

Affected wards:	All		
Details of consultation undertaken⁴:	Executive Member		
	Ward Councillors		
	Chief Digital and Information Officer ⁵ Yes - Leonardo Tantari		
	Chief Asset Management and Regeneration Officer ⁶		
	Others Colleagues from Adults and Health plus those from NHS partner organisations.		
Implementation	Officer accountable, and proposed timescales for implementation Nyoka Fothergill (Head of Service – Area Social Work) Hospital To Home will be implemented during Q2 2022.		
List of Forthcoming Key Decisions⁷	Date Added to List:- N/A		
	If Special Urgency or General Exception a brief statement of the reason why it is impracticable to delay the decision N/A		
	If Special Urgency Relevant Scrutiny Chair(s) approval Signature _____ Date _____		
Publication of report⁸	If not published for 5 clear working days prior to decision being taken the reason why not possible: N/A		
	If published late relevant Executive member's approval Signature _____ Date _____		
Call In	Is the decision available ⁹ 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: It is a Administrative Decision, not subject to call-in.		

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


⁵ See Officer Delegation Scheme (Executive Functions) CDIO must be consulted in relation to all matters relating to the Council's use of digital technology

⁶ See Officer Delegation Scheme (Executive Functions) CAMRO must be consulted in relation to all matters relating to the Council's land and buildings.

⁷ See Executive and Decision Making Procedure Rule 2.4 - 2.6. Complete this section for key decisions only

⁸ See Executive and Decision Making Procedure Rule 3.1. Complete this section for key decisions only

⁹ 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.

Approval of Decision	Authorised decision maker ¹⁰ Shona McFarlane - Deputy Director Social Work & SC Service, Adults & Health	
	Signature: 	Date: 28.06.2022

¹⁰ Give the post title and name of the officer with appropriate delegated authority to take the decision.