

Delegated Decision Notice

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 Public Health		
Contact person:	Susan Skinner	Telephone number: 0113 3781782	
Subject²:	Report seeking authority to recommission a home independence and warmth service		
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:-</p> <p style="padding-left: 40px;">Granted authority to procure the 'Home Independence and Warmth Service' utilising the Negotiated Procedure without Prior Publication of a Notice under Regulation 32 (2) (b) (ii) of the Public Contracts Regulations 2015, as these services can only be provided by Care and Repair (Leeds) in partnership with Age UK (Leeds) and Groundwork (Leeds) owing to the absence of competition for technical reasons. The award of the contract will be subject to the satisfactory completion of procurement and governance processes.</p> <p style="padding-left: 40px;">Approved a contract period of 3 years commencing 1st October 2023 (with an option to extend for a period of up to 2 years in any combination).</p> <p style="padding-left: 40px;">Approved the confirmed budget of £570,367 per annum which is £366,870 from Public Health and £203,497 from Communities, Housing and Environment; and</p> <p style="padding-left: 40px;">Approved that a further £150,000 per annum funding from the Integrated Care Board, which is to be submitted to the Board for approval on 23rd February 2023, be allocated to this service should approval be granted; this would allow a maximum budget of £720,367 per annum and £3,601,835 for the overall contract period should the full extension be taken up. Should the Integrated Care Board not approve the additional funding then the award would be £570,367 per annum. The utilisation of the extension period will be subject to a separate decision at the appropriate time and will be as a direct consequence</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>of this decision.</p> <p>Noted that a report will be submitted for approval at the end of the procurement process to approve the contract award, which will be a direct consequence of this key decision and will therefore be a significant operational decision and not be subject to call in.</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>See full report for details.</p>
	<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>See full report for details.</p>
Affected wards:	All
Details of consultation undertaken⁴:	<p>The Executive Board Member for Public Health will be briefed on 23rd February 2023; and is aware of the current service.</p>
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	<p>Others</p> <p>Public Health Programme Board was consulted on 26th January 2023.</p>
Implementation	<p>Officer accountable, and proposed timescales for implementation</p> <p>Commence the procurement process in March 2023 and subject to the satisfactory conclusion of the process approval to award the contract will be sought in May 2023, with the new contract commencing on 1st October 2023</p>
List of	Date Added to List:- 13 th Jan 2023

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.

Forthcoming Key Decisions⁷	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 report⁸	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 ⁹ 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 ¹⁰ Victoria Eaton, The Director of Public Health	
	Signature 	Date 22 nd Feb 2023

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.

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