

## Delegated Decision Notice

This form is the written record of a key, significant operational or administrative decision taken by an officer.

<b>Decision type</b>	<input checked="" type="checkbox"/> Key Decision	<input type="checkbox"/> Significant Operational Decision	<input type="checkbox"/> Administrative Decision
<b>Approximate value</b>	<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 type="checkbox"/> £25,000 to £100,000
<b>Director<sup>1</sup></b>	Director of Public Health		
<b>Contact person:</b>	Eleanor Clark	Telephone number: 0113 37 87844	
<b>Subject<sup>2</sup>:</b>	Report seeking authority to procure a new sexual health service		
<b>Decision details<sup>3</sup>:</b>	<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:</p> <p>Approved authority to proceed with a competitive procurement process, as outlined in this report and in line with Contract Procedure Rules (CPRs) 3.1.7, to procure a suitable provider/consortium to deliver a new sexual health service, for a period of 5 years and 9 months commencing 1<sup>st</sup> July 2024 (with an option to extend for a period of up to 48 months in any combination, which if utilised would be subject to a separate decision at the appropriate time) with a budget of up to a maximum of £6,858,962 per annum (£67,374,880 for the full contract period including extensions and non-recurring mobilisation budget).</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 at most, which will 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 report</p>		

<sup>1</sup> Give title of Director with delegated responsibility for function to which decision relates.

<sup>2</sup> 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

<sup>3</sup> Simply refer to supporting report where used as these matters have been set out in detail.

	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision See report
<b>Affected wards:</b>	All
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive Member The Executive Member for Public Health and Healthy Lifestyles was consulted on the proposal on 23 <sup>rd</sup> February 2023
	Ward Councillors
	Chief Digital and Information Officer <sup>5</sup>
	Chief Asset Management and Regeneration Officer <sup>6</sup>
	Others
<b>Implementation</b>	Officer accountable, and proposed timescales for implementation Approval to award the contract will be sought in November 2023, which will allow for a mobilisation period before the new contract starts on 1 <sup>st</sup> July 2024.
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:- 22 <sup>nd</sup> Feb 2023
	<b>If Special Urgency or General Exception</b> a brief statement of the reason why it is impracticable to delay the decision
	<b>If Special Urgency</b> Relevant Scrutiny Chair(s) approval Signature _____ Date _____
<b>Publication of report<sup>8</sup></b>	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 _____


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

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

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

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

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

<b>Call In</b>	Is the decision available <sup>9</sup> 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:		
<b>Approval of Decision</b>	Authorised decision maker <sup>10</sup> Victoria Eaton – Director of Public Health		
	Signature 	Date 28 <sup>th</sup> March 2023	

<sup>9</sup> 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.

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