

Delegated Decision Notice (DDN)

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	Children and Families		
Contact person:	Santi Franceschino	Telephone number: 0113 336 8641	
Subject²:	Children's Rights and Advocacy		
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 Deputy Director, Social Care agreed to award a new contract to formalise the implied contract and ensure service continuity for this Children's Rights and Advocacy contract from 01/04/2023 to 31/03/2024, with the option to extend for 1 x 12 months period, for this service in line with Contracts Procedure Rules 9.5, relevant and current law.</p> <p>This contract continues to provide good outcomes for children and young people and value for money; the annual price of the contract ,£223,909.00, was fixed for the term of the contract (3-years).</p> <p>This first period will run from 01/04/2023 to 31/03/2024.</p> <p>The annual price of the new contract will also remain fixed at £223,909.00 for this period.</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.

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)

This Children's Rights and Advocacy contract commenced on 01/04/2020 and expired on 31/03/2023. Although this contract had the option to extend for 2 x periods of 12 months, it expired without taking up the available extensions for the period from 01/04/2023 to 31/03/2024.

However, the Provider has continued to provide the Children's Rights and Advocacy service.

The service provides advocacy and support in cases where children make complaints to the Children and Families directorate. It provides advice, advocacy and representation for children and young people making a formal complaint under Section 28 of the Children Act 1989 when requested by the young people.

In line with Contracts Procedure Rules 9.5, relevant and current law, this report seeks decision to continue with this provider/uniqueness and award a new contract to formalise the implied contract and ensure service continuity from 01/04/2023 to 31/03/2024, with the option to extend for 1 x 12 months period.

This Children's Rights and Advocacy contract ensures that children and young people are aware of their rights and have access to independent advocacy, information, advice and support in relation to children and young people (up to age 25 where an EHC Plan is in place) with SEN and Disabilities.

The Service represents their views, wishes and feelings, resolving their concerns or complaints by providing independent and confidential:

- information;
- advice;
- advocacy;
- representation; and
- support;

which is suitable for and adapts to their needs and is accessible for age, development, experience, linguistic understanding and any special needs relating to disability or ill-health.

The Service will work independently of all services provided to the children and young people of Leeds on behalf of the Local Authority, specifically residential


	<p>services, the fostering and adoption services and the Complaints Service, to ensure that the practice is child focussed and not restrained by external pressures, such as funding.</p> <p>The contract management process confirms value for money and quality of service delivery. The contractor submits contract performance reports on a quarterly basis and service leads are communicated with to ensure that the obligations of the contract are being met.</p>
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision
Affected wards:	City wide
Details of consultation undertaken⁴:	Executive Member
	Ward Councillors
	Chief Digital and Information Officer ⁵
	Chief Asset Management and Regeneration Officer ⁶
	Others
Implementation	Commissioning Manager – Nov 2023
List of Forthcoming Key Decisions⁷	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	If not published for 5 clear working days prior to decision being taken the reason why not possible:

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

report⁸	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:	
Approval of Decision	Authorised decision maker ¹⁰ Farrah Khan, Deputy Director, Social Care	
	Signature 	Date: 15/11/23

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.