

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	Director of Children and Families		
Contact person:	William Shaw	Telephone number: 01133783986	
Subject²:	Support and Accommodation for young people - Our Way Leeds (OWL) (DN421340) Contract variation		
Decision details³:	What decision has been taken?		
	<p>The Chief Officer, Service Transformation & Partnership approved the decision to:</p> <p>a) Add Additional capacity to the OWL Support and Accommodation for young people (DN421340) contract which will focus on UASC.</p> <p>b) Vary the contract for OWL Support and Accommodation for young people (DN421340) to add additional capacity. The contract variation value is £ 48 705 for the period 1st March 2024 to 30th June 2025. If an extension was agreed and taken for the contract this would equate to £124,685 for an additional 36 months.</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 attached report.</p>		
<p>Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision</p> <p>The option of declining the request has been considered, but this is not recommended due to reasons outlined in this report.</p> <p>An additional separate contract has been considered, but this is not recommended due to timescales and complexity to the process of putting this in place for one additional property.</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.

Affected wards:	All – service development		
Details of consultation undertaken⁴:	Executive Member		
	Executive Member for Children’s Social Care and Health Partnerships		
	Ward Councillors		
	Chief Digital and Information Officer ⁵		
	Chief Asset Management and Regeneration Officer ⁶		
	Others Children and families Leadersip Team		
Implementation	Officer accountable, and proposed timescales for implementation Head of Commsioning Implementation following approval of decision 26 Febraury 2024		
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 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 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:		

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 Phil Evans - Chief Officer, Service Transformation & Partnership	
	Signature 	Date 20/2/24

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