

## 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 type="checkbox"/> Key Decision	<input checked="" 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 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
<b>Director<sup>1</sup></b>	The Director of Adults and Health		
<b>Contact person:</b>	Sarah Geary/Aidan Smith	Telephone number: 0113 37 77872	
<b>Subject<sup>2</sup>:</b>	Prison Social Care		
<b>Decision details<sup>3</sup>:</b>	What decision has been taken? The Director of Adults and Health approved the use of Contract Procedure Rule 26.1 to modify the end date of the contract with Practice Plus Group for the provision of social care in HMP Leeds and HMP Wealstun (DN418612 ). The approval is for a period of an additional 12 months to the existing contract commencing on 1 <sup>st</sup> April 2024 until 31 <sup>st</sup> March 2025 at a maximum cost of £134,363.		
	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)  See full report for details.		
	Brief details of any alternative options considered and rejected by the decision maker at the time of making the decision  See full report for details.		
<b>Affected wards:</b>	All		
<b>Details of consultation undertaken<sup>4</sup>:</b>	Executive member of Adults, Health and active lifestyle was consulted		
	Ward Councillors were briefed		

<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.

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

	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 Head of Commissioning - 1 <sup>st</sup> April 2024	
<b>List of Forthcoming Key Decisions<sup>7</sup></b>	Date Added to List:-	
	<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 _____	
<b>Call In</b>	Is the decision available <sup>9</sup> for call-in?	<input type="checkbox"/> Yes <input type="checkbox"/> No
	<b>If exempt from call-in</b> , 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> The Director of Adults and Health Directorate	
	Signature 	Date 21 <sup>st</sup> Feb 2024

<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

<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.