

**Cabinet
Tuesday, 16 July 2024**

ADDENDA 1

13. Delegated Powers Report for April to June 2024 (Pages 1 - 4)

Cabinet Member: Leader

Forward Plan Ref: 2024/245

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Report by Director of Law and Governance **(CA13)**

Cabinet is RECOMMENDED to note the executive decision taken under delegated powers, set out in paragraph 4.

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Divisions: N/A

CABINET – 16 JULY 2024

DELEGATED POWERS – QUARTERLY REPORT

Report by the Director of Law & Governance

RECOMMENDATION

1. Cabinet is **RECOMMENDED** to note the executive decision taken under delegated powers, set out in paragraph 4.

Executive Summary

2. Under the Scheme of Delegation in the Council's Constitution (Part 7.2, paragraph 6.3 (c)(i)), the Chief Executive is authorised to undertake an executive function on behalf of the Cabinet. Cabinet receives a quarterly report on the use of this delegated power in relation to such executive decisions; that is, decisions that might otherwise have been taken by Cabinet.
3. This report refers to executive decisions taken during the period April to June 2024 inclusive.

Executive decisions – April to June 2024

4. The following executive decisions were taken during this period:

Date	Subject	Decision	Reason
23 April 2024	Adult Social Care IT Contract	An exemption from Contract Procedure Rule 5.3, in-line with CPR 19.5-19.7, for the direct award of an interim 3 year contract to Imosphere for the grant of a software licence and support in connection with use of its products, which are critical to Adult Social Care.	<p>The Council has been working with Imosphere since 2008 and has developed the Care Act Assessment and other forms jointly to ensure that personal budgets are accurately calculated.</p> <p>In 2015 the Council's Adult Social Care Service worked jointly with Imosphere and Liquid logic (System C) to develop an inbuilt indicative personal budget that calculates a personal budget as the data is captured onto the system. This system is embedded in the Care Act Assessment (Liquid Logic) and there is no other provider that can provide the same functionality and level of integration currently on the market. It would cause</p>

Date	Subject	Decision	Reason
			<p>significant disruption to the business and unsustainable costs to change the provider for the remaining duration of the Liquid Logic contract.</p> <p>The current contract with Liquid Logic is due to expire in 2025 and, as the Imosphere software is used in every Care Act assessment in adult social care, it therefore makes a strong business case to review both contracts at the same time.</p>
3 May 2024	Case Center (Legal Services)	To agree an exemption from the rules on tendering under Contract Procedure Rule 5 and Appendix 2, Table 2 pursuant to the exemption procedure for contacts in excess of £100k set out at Contract Procedure Rule 19.8 for a contract with Case Center at the 3-year option for Flat Rate.	<p>The legal community within Oxfordshire has used Case Center since 2018. The Judiciary accepts Case Center for electronic bundles, the processes for Judicial access and witnesses are dependent on Case Center. It has been successfully used for 5 years and there is no indication that the Courts are looking to change provider/product.</p> <p>Thomson Reuters have provided two options, page rate and fixed rate. It is requested that the 3-year option for Flat Rate is approved which will give best value for money. Although the 3-year flat rate is higher than the page rate for the same period, we have always exceeded the max pages and paid an additional £3-4k each year on top. The flat rate options will enable a predictable cost as any 'overuse' would be absorbed within the annual cost.</p>
8 May 2024	Provision of apprenticeship training for Operational	To approve an exemption from the Council's contract procedure rules and approve the	The opportunity for participation in the OAAPL for delivery of L3 Operational Fire Fighter Apprenticeship has been advertised but there was no

Date	Subject	Decision	Reason
	Firefighter apprentices.	procurement for delivery of L3 Operational Firefighter Apprenticeship training from Capita Business Services Ltd for the training of the cohort of 18 firefighters in the September 2024 intake services via direct award.	<p>market interest. We are not aware of any other frameworks available that include the L3 Operational Firefighter apprenticeship standard and believe a direct award is our only procurement route at this time.</p> <p>Capita's (Moreton Fire College) Apprenticeship programme matches the requirements of Oxfordshire Fire & Rescue Service and works in conjunction with their existing development programme. This provider is also based locally and accommodation for any block training is included so will reduce any travel expenses that would otherwise be incurred for Apprentices attending and participating in this Operational Firefighter Apprenticeship.</p>

Legal Implications

5. There are no legal implications arising from this report. It is a requirement of the Council's Constitution (Part 7.2, paragraph 6.3(c)) that "any exercise of these functions shall be reported to the Cabinet or other relevant committee or sub-committee and shall be published on the website as soon as possible".
6. The decisions were published on the website at these links:
 - [Issue details - Adult Social Care IT Contract | Oxfordshire County Council](#)
 - [Issue details - Case Center \(Legal Services\) | Oxfordshire County Council](#)
 - [Issue details - Provision of apprenticeship training for Operational Firefighter apprentices. | Oxfordshire County Council](#)
7. The decisions were undertaken in the context of legal appraisals.

Comments checked by: Paul Grant, Head of Legal and Deputy Monitoring Officer,
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Financial Implications

8. There are no financial implications arising from the recommendations in this report. It is a procedural item reporting on a decision previously taken. The decisions reported were undertaken in consultation with the Director of Finance.

Comments checked by: Thomas James, Head of Finance Business Partnering,
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ANITA BRADLEY

Director of Law & Governance

Background Papers: Nil

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