



ADUR & WORTHING
COUNCILS

**Record of Officer
Executive Decision**
Ref. No: DforC/021/17-18
Date of Decision: 24 April 2018

If you have any questions about this decision, please contact 01903 221006 or email heather.kingston@adur-worthing.gov.uk

Record of Decision: To extend the current contract with [Central and South Sussex Citizens Advice](#) from 1st April 2018 to 31st March 2019.

Decision taken by: Mary D'Arcy, Director for Communities

Declaration: I do not have a disclosable pecuniary interest, or conflict of interest.

Delegated authority:

2.7.1 and 2.7.8. The Councils' 'Contracts and Standing Orders' is not applicable as the procurement is led by West Sussex County Council for a county-wide service.

Decision:

To extend the current contract with Central and South Sussex Citizens Advice for one year from 1st April 2018, to provide 'community advice' to the residents of Adur and Worthing. The contract value last year in Adur was £79,829 and in Worthing, £83,824. This budget will remain unchanged in 2018/19.

West Sussex County Council provide over £350,000 in funding across the county and lead on the procurement and county-wide contract.

Further details regarding this contract and development of the service can be [found here](#).

Context:

Citizens Advice are a well-known and trusted charity that provide free, impartial and specialist support and guidance on a wide-range of topics. In 2016/17, over 9,000 residents in Adur and 7,000 in Worthing received advice a range of areas which included benefits, housing, employment, relationships and debt.

During 2018/19 a review of the contract will take place to ensure that this much-valued service continues to provide help to those that need it most, and in the best possible way.

Key Decision: Yes, combined budget is £159,130.

Reason for the Decision:

- To best knowledge, Citizens Advice continue to provide a good and much needed service to Adur and Worthing residents.
- Citizens Advice continue to be the only single-provider of broad and specialise community advice.
- All necessary contract law will be adhered to, in collaboration with and led by West Sussex County Council, in the procurement of this service from April 2019 onwards.

Alternative Options Considered:

None.

Other Matters Considered:

Legal Advice and Issues	✓	Financial Advice and Issues	✓
Sustainability Issues	✓	Equality Issues	✓
Community Safety Issues	✓	Human Rights Issues	✓
Reputation	✓	Risk Assessment	✓
Health and Safety Issues	✓		

Consultation:

The Councils' Executive Members for Health and Wellbeing, Cllrs Val Turner and Dave Simmons have been updated. The current provider undertakes a regular client satisfaction survey and additional evidence will be collected from stakeholders to allow for commissioning in 2019.

Background Papers:

http://www2.westsussex.gov.uk/ds/edd/ah/ah05_17-18.pdf

Call-in: The call-in deadline for this decision will be 5:00pm on Tuesday 1 May 2018.

Signed: 

Dated: 18.04.18

Name: Mary D'Arcy

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