

West Sussex County Council

Proposed Executive Decision for **24 June 2019** call-in deadline **5 p.m. on 3 July 2019**

The following proposed key decision has been endorsed by an officer and will come into effect at the end of the call-in period unless the call-in procedure is activated.

Decision Title & Ref No:	Commissioning of community advice services from Citizens Advice in West Sussex OKD08 19/20
Officer responsible for Decision	Kim Curry - Executive Director of People Services
West Sussex Plan priority	A Strong, Safe and Sustainable Place
Electoral Divisions	All Divisions
Key Decision	Yes
Purpose	<p>The community advice service provided by Citizens Advice is part of the information and advice commissioning portfolio within public health. It primarily provides support to working age adults and families and is commissioned as part of the Council's general duty for the promotion of wellbeing under the Care Act.</p> <p>The community advice service in West Sussex is a universal service with a high-profile brand identity that is well known to the general public. The service is often the first point of contact for people in crisis situations and works with other voluntary and statutory sector organisations that operate within county, district and borough and parish boundaries. Through its universal advice offer the Citizens Advice service contributes to the following key West Sussex Plan objectives:</p> <ul style="list-style-type: none">• Best start in life• A prosperous place• A strong, safe and sustainable place• Independence for later life• A council that works for the community <p>Key Decision AH15(18/19) approved the procurement of the commissioning of the community advice service from Citizens Advice in West Sussex (North, South, East) ("CAWS"). The Executive Director of People Services has delegated powers to award the Contract to CAWS. Any extension after the initial period will be delegated to the Director of Public Health as the responsible commissioner.</p>
Decision	The Executive Director People Services has approved the award of contract to CAWS for a period of 9 months with an option to extend for 1+1 years. The contract is to commence on 1st July 2019. The authority to extend the contract after the initial period is delegated to the Director of Public Health.

	If extended up to two years the contract would have a final expiry date of 31 st March 2022.
Interest and nature of interest declared	None.
Service Contact	Seth Gottesman, Senior Contracts & Commissioning Officer - Tel: 033 022 28706
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Background Papers	See report for details