



ADUR & WORTHING
COUNCILS

**Adur Cabinet Member for
Communities and Wellbeing,
Worthing Cabinet Member for
Community Wellbeing**
Decision Ref No: JAW/005/22-23
Date of Decision: 31 August 2022

If you have any questions about this decision please contact Democratic Services on 01903 221006 or email democratic.services@adur-worthing.gov.uk

Record of Decision: JAW/005/22-23 Citizens Advice Contract Award

Decision taken by:

Adur Cabinet Member for Communities and Wellbeing
Worthing Cabinet Member for Community Wellbeing

Declaration of Disclosable Pecuniary Interests:

Adur Cabinet Member for Communities & Wellbeing: I do not have a disclosable pecuniary interest, or conflict of interest.

Worthing Cabinet Member for Community Wellbeing: I do not have a disclosable pecuniary interest, or conflict of interest.

Decision:

The Adur Cabinet Member for Communities and Wellbeing and the Worthing Cabinet Member for Community Wellbeing:-

1. Noted the outcome of the procurement process for general advice services carried out by West Sussex County Council (WSCC) on behalf of the Districts and Borough.
2. Delegated authority to the Director for Communities to enter into the contract with Citizens Advice West Sussex on the terms set out in this report.
3. Noted that the contract sum payable by each Council for the period 2021-2028 is within the annual budget allocation of £83,824 for Adur and £79,829 for Worthing.

Key Decision: Yes

Reason For Decision:

Adur Cabinet Member for Communities & Wellbeing: I am happy to approve for the reasons given.

Worthing Cabinet Member for Community Wellbeing: The procurement process showed that the Citizens Advice West Sussex provided the most economically advantageous tender for Adur and Worthing Councils.

Alternative Options Considered:

Prior to the end of the contract with Citizens Advice West Sussex in April 2021, West

Sussex County Council commenced a new competitive procurement process for advice services for 2022-2028. This resulted in the reselection of Citizens Advice West Sussex as the preferred service provider.

No alternative options were considered to be appropriate.

Other Matters Considered:

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

Consultation:

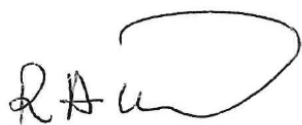
This report was circulated to Councillors, and published on the Council's website on 10 August 2022. The following consultation responses were noted by the decision maker:
None

Background Papers: JSC Report - Recommissioning of Advice - 7th September 2021

Contact Officer:

Paula Doherty
Interim Head of Communities & Wellbeing
paula.doherty@adur-worthing.gov.uk

Call-in: The call-in deadline for this decision will be 5:00pm on 7 September 2022



Signed:

Dated: 18/08/2022

Name: Cllr Rosey Whorlow, WBC Cabinet Member for Community Wellbeing

Signed:



Dated: 31/08/2022

Name: Cllr Kevin Boram, ADC Cabinet Member for Communities & Wellbeing

Decision Ref No: JAW/005/22-23