

Record of Delegated Executive Decision(s)

1. Subject of decision

Advice and Information

2. Name and Title of Decision Maker

Mark Longstaff; Head of Commissioning and Asset Management

3. Details of any Conflict of Interest and any Dispensation granted in respect of such Interest

N/A

4. Executive summary

Cabinet, at their meeting on 10 September 2018 confirmed approval to commence a procurement exercise to secure an organisation to provide advice and information for residents of North Tyneside.

Cabinet gave approval to undertake a procurement exercise to secure the most advantageous tender in accordance with European procurement rules. Cabinet's authority was required to proceed as the estimated potential contract value of the contract will exceed £500,000.

To comply with the Authority's Contract Standing Orders Cabinet approval to commence the procurement exercise was needed.

Last year this service helped residents by helping to secure over £2.7 million of debt write off and almost £5.8 million of income and benefit gains. At a time of economic hardship this makes a significant difference to the lives of residents of North Tyneside. In addition the service assisted with over 52,000 advice issues.

This service is an important part of the Authority's work to tackle deprivation and is closely linked to the Elected Mayors Welfare Reform Task Force.

It is anticipated that the proposed new service will start on the 1 April 2019 and will initially be for 3 years duration with an option on a further 2 years.

At the meeting on 10 September 2018, Cabinet agreed to delegate authority to the Head of Commissioning and Asset Management in consultation the Cabinet Member for Community Safety and Engagement, the Cabinet Member for Finance and Resources, the Senior Manager – Legal Services and Information Governance and the Head of Finance.

This report provides an update on the procurement exercise and recommends the winning tenderer, North Tyneside Citizens Advice in line with the Authority's requirements.

5. Alternative Options considered

Cabinet may have chosen not to re-procure the service;

Cabinet may have chosen to deliver this support in a different way

6. Decision(s)

Cabinet agreed to a procurement exercise with the aim of awarding a three year contract with an option to extend for a further two years to the winning supplier.

7. Reasons for the Decision(s)

Following a procurement exercise carried out in accordance with all procurement rules it is proposed that the winning supplier, North Tyneside Citizen's Advice be awarded the Advice and Information contract.

8. Date Decision Made

9th January 2019

9. Is this decision subject to call-in and if so expiry date of call-in period

Yes, the call-in period expires at 5.00pm on Wednesday 16 January 2019

10. Date of Publication

9th January 2019

11. Implementation Date (if decision not called in)

After 5.00pm on Wednesday 16th January 2019