

Officer Key Decision Record – Approval to Procure for a Specialist Benefits Advice and Associated Services

Chief Officer taking the decision	Monica Fogarty Strategic Director for Communities
Date of Decision (not before 16 September 2016)	23/09/2016

Decision Taken

That the Strategic Director of Communities Group enters into all relevant contracts for the provision of Specialist Benefits Advice and Associated Services on terms and conditions acceptable to the Strategic Director for Resources.

Reasons for Decisions

The Constitution of the County Council requires the approval of the Strategic Director for contracts above £500k and £1m.

Background Information

Warwickshire County Council currently contracts with Warwickshire Welfare Rights Advice Service (WWRAS) for the delivery of a specialist benefits advice and associated service. The service has been in operation since 2008.

The current contract value is £255,000 per annum. The budget and responsibility for the service and its outcomes transferred from the People Group to Communities Group in April 2016, it is now managed by the Localities & Partnerships Team.

An exemption has been approved for an extension of 12 months for the current contract with WWRAS until the end of March 2017 to allow sufficient time for the internal transfer of funding, consultation with service users and for sufficient time for service to be tendered and to ensure sufficient time for implementation of a new service in the event of a change of provider

Work is underway to develop a new outcome based service specification to ensure the future service is fit for purpose and aligns with the Advice Services and Youth Services and Third Sector Support and Development Services in Warwickshire.

It is proposed that Warwickshire County Council retender the Specialist Benefits Advice and Associated Services. The tender will require year on year efficiencies (5%), moving to payments in arrears

The process for the retender of a specialist benefits advice and associated services will begin from the September 2016, with the intention to award and commence services from 1st April 2017.

It is proposed that the new contract will align with other Third Sector Commissioned Services and will therefore be awarded for an initial term of 15 months (until 30th June 2018), with an option to extend by further periods, not exceeding a further 2 years in total.

Financial Implications

As set out in the report

Report Author	Dan Green
Head of Service	Phil Evans
Strategic Director	Monica Fogarty
Portfolio Holder	Councillor Jeff Clarke

Checklist

Urgent matter?	No
Confidential or Exempt? (State the category of exempt information)	No
Is the decision contrary to the budget and policy framework?	No

List of Reports considered - please include link to report

Link to published proposed decision report:

<https://democratic.warwickshire.gov.uk/cm55/CalendarofMeetings/tabid/128/ctl/ViewMeetingPublic/mid/645/Meeting/3842/Committee/557/Default.aspx>

List of Background Papers - please include a contact for access to background papers

N/A

Members and officers consulted or informed – please include any comments

Liz Firmstone
Virginia Rennie
Jane Pollard
Paul Williams
Councillors Compton, Rolfe, Perry, A.Webb
Councillor Clarke