

INDIVIDUAL CABINET MEMBER DECISION-MAKING
RECORD OF DECISION

PART A

DETAILS OF REPORT <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Title of report	Gateway 1 - Approval of procurement strategy for generalist community legal advice services 2020–2025
Decision-maker	Deputy Leader and Cabinet member for Culture, Leisure, Equalities and Communities
Earliest date when decision can be taken	20 January 2020
Key decision – Yes/No?	No
Date published on forward plan	December 2019
Date sent to cabinet member	14 January 2020
Recommendation	That the Deputy Leader of the Council and Cabinet member for Culture, Leisure, Equalities and Communities approves this procurement strategy for generalist external community legal advice services, through a single supplier negotiation with Citizens Advice Southwark (CAS) for a total estimated annual sum of £600,000 over a period of up to five years (3+2 years), from 1 April 2020 to 31 March 2025, making a total estimated contract sum of £3,000,000.

ORIGINATING AUTHOR'S DETAILS <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Strategic Director of Place and Wellbeing
Report author (Name and job title)	Andy Matheson, Senior Commissioning Officer
Contact Number	020 7525 7648

PART B

(Cabinet member to complete this section)

DECISION(S)

As in report

REASONS FOR DECISION

As in report

**ALTERNATIVE OPTIONS
CONSIDERED**

n/a

REPRESENTATIONS RECEIVED

n/a

ADDITIONAL ADVICE RECEIVED

n/a

ANY INTERESTS DECLARED

Note: If the decision-maker has a disclosable pecuniary interest in the matter the report must be referred to the full cabinet for decision.

Where a cabinet member may discharge a function alone and becomes aware of a disclosable pecuniary interest in a matter being dealt with or to be dealt with by her/him, the cabinet member must notify the monitoring officer of the interest within 28 days and must not take any steps or further steps in the matter.

If a member is unsure as to whether an interest is a disclosable pecuniary interest they should contact the governance team for advice.

DECLARATION

I approve/~~reject~~ the recommendations set out in the report.*

or

I ~~approved~~ an alternative course of action set out in Part B.*

or

I ~~have referred~~ this matter to the Full Cabinet for decision.*

(* - Please delete as appropriate)

Signed.....*Hunny*..... Dated.....*27.1.2020*.....

Cabinet Member

Please return completed hard copy of the form to Constitutional Team, 160 Tooley Street, PO BOX 64529, London, SE1P 5LX – tel: 020 7525 7225.

Seeking advice

You should seek advice from the relevant officer on a number of occasions:

- (a) If you wish to consider alternative options
- (b) If you are considering rejecting the proposals

Otherwise it is at your discretion when you should seek further advice and you should do so when you consider it appropriate.

