

INDIVIDUAL CABINET MEMBER DECISION-MAKING  
RECORD OF DECISION

PART A

<b>DETAILS OF REPORT</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Title of report	Gateway 2 - Contract Award Approval - Community Advice Services - Award of contracts from August 2013 to July 2016
Decision-maker	Cabinet Member for Communities and Economic Wellbeing
Earliest date when decision can be taken	28 June 2013
Key decision – Yes/No?	Yes
Date published on forward plan	April 2013
Date sent to cabinet member	20 June 2013
Recommendation	That the Cabinet member for Communities and Economic Wellbeing approves the award of four (4) Community Advice Contracts for a 3 year period (1 August 2013 to 31 July 2016) to three (3) providers as set out in paragraph 7 below, for a combined annual contract value of £1,182,000, as further detailed in paragraph 7 below, making a total value of £3,546,000 for the three year contract period.

<b>ORIGINATING AUTHOR'S DETAILS</b> <i>(Officers to complete this section prior to issuing to cabinet member)</i>	
Lead officer (Name and job title)	Stephen Douglass, Head of Community Engagement
Report author (Name and job title)	Andrew Matheson, Senior Commissioning Officer
Contact Number	020 7525 7648

PART B

*(Cabinet member to complete this section)*

<b>DECISION(S)</b>
Agree recommendation as set out in the report.

**REASONS FOR DECISION**

As in the report.

**ALTERNATIVE OPTIONS  
CONSIDERED**

None.

**REPRESENTATIONS RECEIVED**

Enquiries were received by officers from two organisations, Southwark Refugee Project and the Multi-Lingual Community Rights Shop regarding the recommended decision and have been responded to.

**ADDITIONAL ADVICE RECEIVED**

In respect of the results of the procurement exercise to guide officer recommendation.

**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.*

None.

## 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.....*V. Mills*..... Dated..... 1 July 2013.....

Cabinet Member *VICTORIA MILLS*

Please return completed hard copy of the form to Ian Millichap, Constitutional Team, 160 Tooley Street, P O BOX 64529, London, SE1P 5LX – tel: 020 7525 7225 fax: 020 7525 7284.

### 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.