

## Leeds Advice Services Contract

Date: 17 April 2024

Report of: Chief Officer Community Hubs, Welfare and Business Support

Report to: Director of Communities, Housing & Environment

Will the decision be open for call in?  Yes  No

Does the report contain confidential or exempt information?  Yes  No

### Brief summary

The Council has a contract with Citizens Advice Leeds that was signed on 26 July 2021 until 25 July 2024 and the Council has the option to extend the contract annually by 12 month extensions. The contract was awarded in the sum of £1,501,075 and subsequent funding will be subject to confirmation in successive years.

We want to vary the contract to remove Children & Families funding of £86,062 and extend the contract for 12 months. The new contract amount will be £1,415.013.

This report seeks approval from the Director of Communities, Housing & Environment to award a contract extension of 12 months and a variation to the contract amount for 12 months to the Leeds Advice Services contract.

The commencement date of the contract will be 26<sup>th</sup> July 2024 and the date for completion is 25<sup>th</sup> July 2025.

### Recommendations

- a) The Director of Communities, Housing & Environment to approve the 12 months extension of the contract for Citizens Advice Leeds to continue to deliver provision of the current services excluding children services.

## What is this report about?

- 1 Children & Families have withdrawn all funding to the Contract due to current financial pressures therefore, to seek authorisation from the Director of Communities, Housing & Environment to approve the variation of contract amount to Citizens Advice Leeds.
- 2 To seek authorisation from the Director of Communities, Housing & Environment to approve a 12 month extension of contract to Citizens Advice Leeds.

## What impact will this proposal have?

The advice contract will cease providing advice on behalf of Children & Families.

## How does this proposal impact the three pillars of the Best City Ambition?

Health and Wellbeing       Inclusive Growth       Zero Carbon

- 3 There is a national Cost of Living crisis which is having a prolonged and major impact on many Leeds residents. Many who were already struggling financially, are in an even worse position. Many who have never struggled financially before now, are beginning to.

## What consultation and engagement has taken place?

Wards affected:

Have ward members been consulted?       Yes       No

## What are the resource implications?

## What are the key risks and how are they being managed?

- 4 The risk of not awarding the 12 months extension would mean services delivered by Citizens Advice Leeds would cease.

## What are the legal implications?

- 5 The Chief Officer, Customer Access has the required authority to make the proposed decision under the Council's sub-delegation scheme.
- 6 This is a Significant Operational Decision as a direct result of a previously taken key decision ref D54241 taken on 7/7/21 and is therefore not eligible for call in .
- 7 There are no grounds for keeping the contents of this report confidential under the Access to Information Rules.

## Options, timescales and measuring success

### What other options were considered?

- 8 None.

### How will success be measured?

9 The Leeds Advice Contract has existing quarterly monitoring meetings during which performance against set targets and KPI's are detailed. The targets will be reviewed with the removal of Children & Families funding.

**What is the timetable and who will be responsible for implementation?**

10 Implementation will be 26.07.2024.

**Appendices**

- There are no appendices.

**Background papers**

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