

REPORT TO: FINANCE COMMITTEE – 16 APRIL 2001

REPORT ON: DUNDEE CITIZENS ADVICE BUREAU - FINANCIAL ASSISTANCE 2001/2002

REPORT BY: DIRECTOR OF FINANCE

REPORT NO: 234-2001

1 PURPOSE OF REPORT

1.1 To submit to the Committee a request for renewal of financial support to Dundee Citizens Advice Bureau for 2001/2002.

2 RECOMMENDATIONS

2.1 That the Committee approves a revenue grant for Dundee Citizens Advice Bureau of £101,850 for the financial year 2001/2002.

2.2 That the City Council enter into a formal Funding Agreement with the Bureau.

3 FINANCIAL IMPLICATIONS

3.1 Financial assistance of £101,850 towards the running costs of Dundee Citizens Advice Bureau can be met from the Finance Department's 2001/2002 Revenue Budget.

4 LOCAL AGENDA 21 IMPLICATIONS

4.1 None.

5 EQUAL OPPORTUNITIES IMPLICATIONS

5.1 Dundee Citizens Advice Bureau aims to make its services available to all sections of the community.

6 BACKGROUND

6.1 Dundee Citizens Advice Bureau has received financial assistance for many years from Tayside Regional Council and the City of Dundee District Council.

6.2 Dundee City Council has continued to support Dundee Citizens Advice Bureau and has been requested to renew support for 2001/2002.

6.3 The City Council is the main source of funding for the Bureau. The Director of Finance has discussed the 2001/02 budget with the Bureau and would recommend grant assistance of £101,850 for the financial year 2001/02. The proposed budget is detailed in the attached Appendix 1.

6.4 The City Council will enter into a formal Funding Agreement with the Bureau.

6.5 The principal activity of the organisation, which is a limited company, is to provide information, advice and such practical assistance as is requested by individuals who consult the Bureau.

6.6 The Bureau is, however, more than just an advice agency as it offers clients specialist services such as representation at Industrial, Social Security Appeal or Disability Appeal Tribunals.

6.7 The Bureau relies on the services of volunteers and during the year provided basic advanced and specialist training to these volunteers.

6.8 In the 11 months to 28 February 2001 the Bureau has dealt with 18,639 new/repeat issues and financial awards obtained on behalf of clients amounted to £238,099.

7 CONSULTATION

7.1 The Chief Executive, Director of Support Services and Director of Finance have been consulted on the contents of this report.

8 BACKGROUND PAPERS

8.1 None.

..... **DATE**

**DAVID K DORWARD
DIRECTOR OF FINANCE**

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DUNDEE CITIZENS ADVICE BUREAU BUDGET – 2001/2002

	<u>Provisional Outturn 2000/2001</u>	<u>Budget 2001/2002</u>
	£	£
<u>Expenditure</u>		
Staff Costs	79,245	73,358
Property Costs	15,110	15,100
Administration Costs	<u>13,700</u>	<u>13,392</u>
	<u>108,055</u>	<u>101,850</u>
<u>Income</u>		
Grant – Dundee City Council	101,850	101,850
Transfer from Reserve	<u>6,205</u>	<u>-</u>
	<u>108,055</u>	<u>101,850</u>

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