

REPORT TO: POLICY & RESOURCES COMMITTEE – 24 SEPTEMBER 2007

REPORT ON: DUNDEE CITIZENS ADVICE BUREAU - FINANCIAL ASSISTANCE 2007/2008

REPORT BY: DEPUTE CHIEF EXECUTIVE (FINANCE)

REPORT NO: 501-2007

1 PURPOSE OF REPORT

- 1.1 To submit to the Committee a request for renewal of financial support to Dundee Citizens Advice Bureau for 2007/2008.

2 RECOMMENDATIONS

- 2.1 That the Committee approves a revenue grant for Dundee Citizens Advice Bureau of £109,000 for the financial year 2007/2008.

3 FINANCIAL IMPLICATIONS

- 3.1 Financial assistance of £109,000 towards the running costs of Dundee Citizens Advice Bureau can be met from specific provision within the Miscellaneous Services Revenue Budget 2007/2008.

4 BACKGROUND

- 4.1 Dundee Citizens Advice Bureau received grant assistance for many years from the previous local authorities Tayside Regional Council and the City of Dundee District Council.
- 4.2 Since local government reorganisation in 1996, Dundee City Council has continued to support Dundee Citizens Advice Bureau and has been requested to renew support for 2007/2008.
- 4.3 The City Council is one of the main sources of funding for the Bureau. The Depute Chief Executive (Finance) has discussed the 2007/2008 budget with the Bureau and would recommend grant assistance of £109,000 for the financial year 2007/2008. The proposed budget is detailed in the attached Appendix 1.
- 4.4 The City Council entered into a formal Funding Agreement with the Bureau. This agreement which is governed by the Code of Guidance on Funding External Bodies and Following the Public Pound will be monitored during 2007/2008.
- 4.5 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.
- 4.6 The Bureau is a general advice agency that provides tribunal representation at Employment, Social Security and Disability Appeals. The Bureau also actively participates in the Money Advice Partnership and works alongside Money Advice Support Team and the Social Work Department, Welfare Rights Service, to provide additional money advice and debt counselling services across the city.
- 4.7 The Bureau relies on the services of volunteers and during the year provided basic, advanced and specialist training to these volunteers.

4.8 In the 12 months to 31 March 2007 the Bureau has dealt with 14,684 new/repeat issues and financial awards obtained on behalf of clients amounted to £1,619,474. This level of operation shows a significant increase over the comparable figures for the year to 31 March 2006, with a 53% increase in issues and a 203% increase in financial awards obtained on behalf of clients.

4.9 During the financial year to 31 March 2007 the Bureau received funding from a wide variety of bodies, namely:-

Dundee City Council
 Scottish Executive
 Commission for Racial Equality
 Scottish Gas Energy Trust
 National Lottery
 Dundee University

5 **POLICY IMPLICATIONS**

This report has been screened for any policy implications in respect of Sustainability, Strategic Environmental Assessment, Anti-Poverty and Equality Impact Assessment. There are no major issues.

6 **CONSULTATION**

6.1 The Chief Executive, Depute Chief Executive (Support Services) and Head of Finance have been consulted on the contents of this report.

7 **BACKGROUND PAPERS**

7.1 None.

DAVID K DORWARD
DEPUTE CHIEF EXECUTIVE (FINANCE)

17 SEPTEMBER 2007

DUNDEE CITIZENS ADVICE BUREAU BUDGET – 2007/2008

	<u>Budget</u> <u>2006/2007</u>	<u>Budget</u> <u>2007/2008</u>
	£	£
<u>Expenditure</u>		
Staff Costs	87,544	99,303
Property Costs	8,016	8,700
Administration Costs	<u>18,610</u>	<u>18,550</u>
	<u>114,170</u>	<u>126,553</u>
<u>Income</u>		
Other Income	4,000	16,500
Grant – Dundee City Council	109,000	109,000
Transfer from Reserve	<u>1,170</u>	<u>1,053</u>
	<u>114,170</u>	<u>126,553</u>