

## Appendix B

### **Applicant: Abingdon and District Citizens Advice Bureau**

#### **Brief Outline of Project**

The Bureau occupies part of Old Abbey House and under the terms of its lease with the District Council it has to make a contribution of 30% of the cost of building repairs. The Trustee Board is seeking an exceptional grant towards the cost of roof repairs. The Bureau is required to contribute £ 12,750.

It is not possible for the Bureau to pay an amount of £ 12,750 from its income or reserves. In 2008/09 the Bureau has budgeted for an income of £ 102,869 and expenses of £ 103,832 resulting in a small deficit of £ 963. Its reserves as of 31<sup>st</sup> March 2007 were £ 20,296 (Citizens Advice Bureau membership standards require that reserves cover at least three months running costs).

The Bureau has received a grant of £ 3,000 from St Michael & All Saints Churches Fund for towards the cost of the roof repairs. It has also made a proposal that £ 3,750 should be paid by instalments over three years. The Trustee Board is therefore seeking an exceptional grant of £ 6,000.

Officers are mindful that an award of £ 6,000 from the Executive's Community Grants budget of £ 21,714 would restrict the ability of the Executive to support other community project and services. Officers have therefore looked at the allocations in other budgets, related to community strategy and development, to identify other sources of funding. An amount of £ 6,000 is available if expenditure is re-allocated and the balances from a number of budgets are transferred.

The Bureau receives a base grant of £80,535 p.a. towards core funding under a Service Level Agreement (SLA) with the Council. The Bureau's SLA grant will be increased in 2008/09 by an estimated 3.3% as a result of contract inflation which increases the grant to an estimated £85,938. .

The Council is Bureau's main funder because national funding bodies will not normally provide grants for running costs. The Bureau also receives funding from town and parish councils and local trusts and charities and is constantly seeking other sources of funding.

The Bureau aims to ensure that individuals do not suffer due to lack of knowledge of their rights and responsibilities or of the services available to them or through an inability to express their needs effectively. Main enquiry and casework areas are money, debt, employment, welfare benefits, housing, relationship breakdown, tax and consumer issues.

The bureau works closely with the Wantage Independent Advice Centre and provides a service to all residents of the Vale of White Horse.

In 2006/2007 the Bureau helped nearly 5,000 Vale residents.

#### **Financial Information**

Total Project Costs	£ 12,750
Balances	£ 20,296 at 31/03/07

Running costs Budgeted at £ 103,832 year ending 31/03/09

Own Contribution 1,016 voluntary hours per month

**Grant Sought £ 6,000**

Previous Awards (Vale)	2007/08	£ 80,535
	2006/07	£ 80,535
	2005/06	£ 80,535
	2004/05	£ 80,535
	2003/04	£ 76,700
	2002/03	£ 74,825

Town & Parish Council Support (08/09) Has applied to all the parish councils in the district; responses so far are shown below.

Abingdon Town Council	£ 10,000
Appleton with Eaton	£ 40
Charney Bassett	£ 30
Childrey	£ 50
Chilton	£ 40
Cumnor	£ 200
Drayton	£ 400
Kennington	£ 375
Kingston Bagpuize with Southmoor	£ 100
Marcham	£ 300
North Hinksey	£ 200
St Helen Without	£ 100
Sutton Courtenay	£ 600
Wootton	£ 500

Other Support received in 2007/08, but for specific projects not core funding:

Friends of Abingdon CAB	£ 3,700
Christ's Hospital	£ 45
Inner Wheel Club	£ 100

**Officer recommendation (Toby Warren, Head of Community Strategy):**

Recommend support	Yes
Amount recommended	£ 6,000
Reasons:	This is an exceptional rather than recurring grant for a cost which is difficult for an organisation of this size to budget for
Meets CG Scheme criteria	Yes
Supports Council priority(ies)	Cleaner, greener, safer & healthier community and environment
Supports Vale Community Strategy strand(s)	Access to Services; Health & Wellbeing; Town & Village Vitality
Remaining budget	£ n/a

Remaining Committee meetings	1
Total amount recommended for other applications being considered	n/a
Recommended conditions to grant award	None
Other comments	This exceptional grant will not be funded from the Executive's community grants budget