



Cabinet

Date 5 June 2019

Report of:

Portfolio Holder for Corporate
Governance, Access and
Engagement

CITIZENS ADVICE BUREAU GRANT

1.0 Corporate Priority:	Decision Type:	
1.1 Working with our Partners to address vulnerability and tackle the root causes of social problems, building safe, happy and healthy communities.	Non Key Decision	
1.2 Focussing on our priority neighbourhoods, support people to overcome disadvantage and live well independently.		

2.0 Summary:
2.1 As part of the budget setting process the Council approved a reduction in grant to the Citizens Advice Bureau now known as Citizens Advice Leicestershire (CAL) of £17k per annum; the total reducing from £44k to £27k.
2.2 CAL have identified two different options as to how they would operate within the grant allocated which are still in the early stages of development.
2.3 This report asks Cabinet to note that the Portfolio Holder for Corporate Governance, Access and Engagement uses her delegated authority to determine whether the options proposed represent a satisfactory use of the grant funding in terms of value for money and if so, which (if any), is an acceptable option to the Council.

3.0 Recommendations
3.1 That Cabinet note that the Portfolio Holder for Corporate Governance, Access and Engagement will exercise her delegated authority to determine whether either of the options proposed by Citizens Advice Leicestershire, or any alternative emerging from the ongoing discussions, represent a satisfactory use of the grant funding in terms of value for money to enable implementation by 01 July 2019.

4.0 Reason for Recommendation:
4.1 As part of the grant reduction, members wanted to understand how CAL would operate their service and whether how they delivered their service was satisfactory and value for money. Although the Portfolio Holder can exercise her delegation it is important that Cabinet note that it will be necessary for the portfolio

holder to consider the options in time to implement the preferred option by 1st July 2019.

5.0 **Alternate Options Considered**

5.1 The Council needs to understand how CAL will operate the service within the grant funding allocated and ensure that it is satisfactory and represents value for money. There are no alternative options.

6.0 **Report Detail**

6.1 As part of the budget setting process the Council approved a reduction in grant to the Citizens Advice Bureau now known as Citizens Advice Leicestershire (CAL) of £17k per annum; the total reducing from £44k to £27k. For 2019/20 the implementation of the budget reduction was deferred until 1st July 2019 to allow the CAL to determine how they will deliver the service within the grant allocated. The information made available to the Council as part of the budget setting process is attached at Appendix 1.

6.2 Following the budget setting meeting it was expected that the CAL would have submitted a revised operational model by the end of April 2019. A proposal which identified two different options as to how they would operate within the grant allocated was received on 23rd May. Council Officers will discuss the options provided to them at a meeting with CAL on the 29th May.

6.3 As the options are still not finalised and in order to meet the 1st July implementation date, it is proposed that the Portfolio Holder for Corporate Governance, Access and Engagement to use her delegated authority to determine whether the options proposed represent a satisfactory use of the grant funding in terms of value for money and if so which (if any) is an acceptable option to the Council.

7.0 **Consultation and Feedback (including Scrutiny Committee)**

7.1 A number of consultation meetings have been (and continue to be) held with the CAB.

8.0 **Next Steps**

8.1 A verbal update will be provided to Cabinet following the meeting with CAL on the 29th May

8.2 Any further views of Cabinet will be taken into account in ongoing discussions with CAL prior to the Portfolio Holder finalising any agreement.

9.0 **Financial Implications**

9.1 There are no further financial implications anticipated at this time subject to an agreement being reached for delivery of a new proposal. It should be noted that neither option will involve delivery of service from any Borough Council property so there will be a loss of rental income. The full financial implications of the loss of rental income needs to be assessed but will be circa £17k.

10.0 Legal and Governance Implications:

10.1 The Leader has granted delegated authority to the Portfolio Holder to exercise delegated authority.

11.0 Equality and Safeguarding Implications:

11.1 An Equality Impact Assessment was carried out prior to the original budget decision and was supplemented by the information which emerged from the consultation with CAL prior to February 2019 and which is attached at Appendix 1. A further Equality Impact Assessment will be required once the details of the revised options have been discussed.

12.0 Community Safety Implications:

12.1 There are no direct Community Safety implications identified at this stage. It is assumed that CAL will still be able to provide a service to most people that currently receive a service.

13.0 Other Implications

13.1 A reduction of grant to £27k per annum would place Melton on a par with other district contributions to the CAL on a per head of population basis. Comparable information is available within Appendix 1A.

14.0 Risk & Mitigation:

14.1 If a revised proposal cannot be negotiated that is acceptable to both organisations, there is a risk that the CAL will close the core Face to Face and Telephone service in Melton. There will continue to be a presence by CAL in Melton in order to deliver their face to face "Help to Claim" service.

14.2

L I K E L I H O O D	A	Very High				
	B	High				
	C	Significant				
	D	Low				
	E	Very Low		1		
	F	Almost Impossible				
			Negligible 1	Marginal 2	Critical 3	Catastrophic 4
IMPACT						

Risk No	Risk Description
1	CAL will close the Face to Face and Telephone service. In mitigation the Council has a resourced case management service, inclusive of recent staff additions for housing tenants and priority neighbourhoods, that can tackle the root causes of issues faced by the those with vulnerabilities.
2	

Background Papers:
None

Appendices
Appendix 1 – Original Equalities Impact Assessment Appendix 1A - Further information from Citizens' Advice Bureau (CAB) – provided to Council February 2019

Report Timeline:	
Equalities Check & Challenge	Will be required following new proposal
SLT Sign off	28.05.19
Previously Considered by Cabinet	N/A
Director Approval	23.05.19
Deputy s.151 Officer Sign Off	28.05.19
Deputy Monitoring Officer Sign Off	28.05.19

Exempt Reports

Date of Review to make public

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