

## DRAFT - Supporting Information and Impact Assessment

Proposal:	<b>Reduction in the funding given to the Torbay Citizens Advice Bureau (CAB)</b>
Executive Lead:	Cllr Julien Parrott, Lead for Adults and Children
Director / Assistant Director:	Caroline Taylor, Director Adult Services

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<b>Section 1: Background Information</b>	
<b>1.</b>	<p><b>What is the proposal/issue?</b></p> <p>The proposal is to reduce the funding given to the Torbay Citizens Advice Bureau (CAB).</p> <p>The proposal is to reduce the funding by £8k (17/18) and a further £6k (18/19). This would equate to an approximate 10% reduction for each year (based on current 16/17 budget of £75k).</p>
<b>2.</b>	<p><b>What is the current situation?</b></p> <p>Torbay CAB provides free, impartial, confidential and independent advice, information and assistance to the public. The issues covered range from life events through all aspects of benefits, debt, disabilities, employment law and relationships. In 2014/15 the main areas of enquiry related to benefits (27%), debt (19%) and housing advice (12%), though clients can often present with multiple, interrelated issues. More recently the percentage of clients seeking debt advice has doubled, whilst benefits enquiries (in percentage terms) remain steady.</p> <p>As a charity Torbay CAB receives no direct funding from government and is dependent on grants and donations from a variety of sources. Torbay Council provides a grant of £75k that in 2014/15 equated to approximately 30% of Torbay CAB's funding. This is not a statutory service.</p> <p>The current Service Level Agreement (SLA) between Torbay Council and Torbay CAB is renewable on a yearly rolling basis unless parties choose to terminate by agreement.</p> <p>Due to significant budget pressures faced by Torbay Council we are proposing to reduce the level of funding provided by the authority, whilst still providing financial assistance to the CAB to support them in delivering services to the community. Torbay CAB actively seeks to secure resources from other areas, whilst at the same time exploring opportunities to deliver their services more effectively and efficiently.</p>

	<p>No significant implementation costs are associated with this proposal, though potential costs to the wider community are reflected in section 2. of this Impact Assessment.</p>
<p><b>3.</b></p>	<p><b>What options have been considered?</b></p> <p>As there is no statutory requirement for the council to support the local CAB, one option could be to cease funding completely (this has occurred in at least one other local authority and maybe in others).</p> <p>However, given the nature of Torbay’s economy and the underlying deprivation present in some of our communities, it is not felt appropriate at present to cease funding completely. The proposal offers a balance between achieving savings for the council (which will be partly balanced by the CAB itself exploring options to work more efficiently) and still providing an independent advice and information service to the people of Torbay.</p> <p>In parallel to this, future options will be developed with regards to how we commission and procure information, advice and advocacy services and encourage providers to build on their partnerships with each other, to achieve a more integrated offer to the public.</p>
<p><b>4.</b></p>	<p><b>How does this proposal support the ambitions, principles and delivery of the Corporate Plan 2015-19?</b></p> <p>Ambitions: Prosperous and Healthy Torbay</p> <p>Principles:</p> <ul style="list-style-type: none"> <li>• Use reducing resources to best effect</li> <li>• Integrated and joined up approach</li> </ul> <p>Targeted actions:</p> <ul style="list-style-type: none"> <li>• Protecting and supporting vulnerable adults</li> </ul>
<p><b>5.</b></p>	<p><b>Who will be affected by this proposal and who do you need to consult with?</b></p> <p>The proposal directly affects Torbay CAB, together with potential users of their services.</p> <p>Consultation will take place with the following:</p> <ul style="list-style-type: none"> <li>• Torbay CAB; and</li> <li>• general public.</li> </ul>

<b>6.</b>	<p><b>How will you propose to consult?</b></p> <p>Consultation on this proposal will commence following the announcement of the Mayor's draft budget proposals in November 2016. This will include direct consultation with Torbay CAB.</p> <p>To ensure that all potential future users of this service are given the opportunity to have their say, information along with a survey will be made available online and in paper as part of the wider consultation on the Mayor's budget.</p>
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**Section 2: Expected Implications and Impact Assessment**  
 (These sections will be updated and expanded following the consultation period.)

<b>7.</b>	<p><b>What are the <u>expected</u> financial and legal implications?</b></p> <p>The proposal would achieve a financial saving of £14k over the next two years.</p> <p>There are limited direct cost implications though the proposed reduction in funding to the CAB might lead to an increase in presentations to Torbay Council information and advice services (see below).</p> <p>There are no legal implications as we are not proposing to terminate the contract at this stage, which is renewable on a yearly rolling basis. The funding is not statutory.</p>
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<b>8.</b>	<p><b>What are the <u>expected</u> risks?</b></p> <p>As we are not proposing to discontinue funding to Torbay CAB and the proposed budget reductions are relatively small, the expected risks are minimised. However, the impact on the service provider might require them to reduce their service and case-load. A reduced level of information and advice might therefore risk:</p> <ul style="list-style-type: none"> <li>• the CAB may not be able to deliver as many advice sessions to their client base, which may have a negative impact on individuals (including reduced incomes);</li> <li>• there may be an increase in demand across other functions e.g. the council's Connections service (face-to-face and telephone enquiries), GPs, etc;</li> <li>• any reduction in the level of advice provided could lead to higher costs in the wider system e.g. loss of preventative interventions; and</li> <li>• if the proposal is not accepted, savings will need to be found elsewhere.</li> </ul>
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