

AGENDA ITEM No. 10(a)

**EXCERPT OF MINUTE OF MEETING OF THE AIRDRIE AREA COMMITTEE HELD ON
8 SEPTEMBER 1998**

INTERIM COMMUNITY GRANTS SCHEME - CONSIDER APPLICATIONS

18. With reference to paragraph 15 of the Minute of the meeting of this Committee held on 16 June 1998 there was submitted a report dated 1 September 1998 by the Chief Executive detailing applications for community grants continued from that meeting, together with new applications.

Decided: that, subject to receipt of any outstanding information, the applications for community grants be dealt with as follows:

New Applications

Group:	Airdrie Citizens Advice Bureau - CG98/99-200
Purpose of Application:	to assist with cost of cleaning and cleaning materials for Anderson Street premises
Grant Requested:	£996
Decision:	Remit consideration of the application to the next meeting of the Policy and Resources (Community Development) Sub-Committee

To: Policy and Resources (Community Development) Sub Committee	Subject: Airdrie Citizens' Advice Bureau - Request for Additional Funding 1998/99.
From: Chief Executive	
Date: 30 September 1998	Ref: CE012/004/027

1. INTRODUCTION

- 1.1 The purpose of this report is to advise the Policy and Resources (Community Development) Sub Committee of a request from Airdrie Citizens' Advice Bureau for funding to assist with cleaning costs.

2 BACKGROUND

- 2.1 Airdrie Citizens' Advice Bureau leases office accommodation from North Lanarkshire Council at 14 Anderson Street, Airdrie. These premises are also occupied on a nightly basis by the Churches Fraternal of Airdrie who provide a food service for homeless people. Up until recently cleaning and keyholding services at the premises were provided by a Caretaker employed through the Council's Leisure Services Department. It is understood that this was an informal arrangement with the caretaking service provided in the absence of a formal lease arrangement between the Council and the Churches Fraternal.
- 2.2 The caretaking service has now been withdrawn by Leisure Services as part of a budgetary exercise.
- 2.3 The Citizen's Advice Bureau is used on a daily basis by members of the public however, and the Bureau obviously requires the premises to be both clean and welcoming for clients. The nightly food service subsequently creates a requirement that the premises are cleaned on a daily basis to ensure compliance with health and safety standards.

3. FUNDING APPLICATION

- 3.1 Airdrie Citizens Advice Bureau has submitted an application to the Council for the sum of £996 to employ their own cleaner and purchase cleaning materials during the period May 1998 to the end of the financial year.
- 3.2 Although the Bureau was awarded a revenue grant of £72,810 by the Council in financial year 1998/99 this grant did not include a budget for office cleaning since this service was provided by the Leisure Services Department.
- 3.3 The Council's revenue grant is used to fund core costs associated with both the Citizens' Advice Bureau and the outreach service provided in neighbouring villages and Monklands Hospital. Part year budget projections, prepared by the Bureau's Treasurer, and based on actual year to date expenditure indicate that the bureau will be unable to pay for cleaning services within their existing resources unless savings are made or additional income generated. It is understood that the Bureau may secure some further funding as a New Deal placement provider.
- 3.4 Within the Chief Executive's annual grants budget 1998/99 the sum of £497 remains unallocated and it is therefore proposed that this may be granted to assist with cleaning costs.

4.0 Recommendation

4.1 It is recommended that the Sub Committee

- (i) allocate the additional sum of £500 to Airdrie Citizens Advice Bureau to assist with cleaning costs in 1998/99 and the Bureau should be advised to include the annual cleaning costs in their future annual revenue funding application; and
- (ii) otherwise note the contents of the report.


Chief Executive