

**Tweeddale
Area Partnership**

Our Scottish Borders
Your community

Meeting

Date: Tuesday, 24 August 2021

Time: 7pm

Location: Via Microsoft Teams

SUPPLEMENTARY AGENDA

Please see attached report in respect of Item No. 11a.

11	(a) Peebles CAB BBBB Assessment	(Pages 3 - 8)
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Build Back a Better Borders Recovery Fund - Assessment Form

For the purpose of assessment, projects have been ranked high, medium or low to reflect how strongly the application meets the criteria of the Build Back a Better Borders Recovery Fund.

High – a strong demonstration of how the project will assist recovery from the pandemic

Medium – provides acceptable examples of how the project will assist recovery from the pandemic

Low – lacks detail of how the project will assist recovery from the pandemic

1. Applicant Details:

Organisation name	Peebles and District Citizens Advice Bureau				
Organisation structure	Charity				
Application reference	BBBB-TW-07				
Theme of application	Sport	Arts & Culture	Environment	Community Capacity	Community resilience
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Project start date	1 st Sept 2021	Project end date			28 th February 2022

2. Organisation’s finances:

End of year balance	£51,004
Current bank balance	£2,000
Total cash/Unrestricted reserves available & purpose	£47,167 <i>Peebles CAB currently have c£30k in their current account which is used to fund the bureau staff monthly wages along with office costs.</i> <i>Along with SBC core funding, which partly funds the salaries of the full time Manager and part time Administrator, funding is also received from Citizens Advice Scotland which covers specific project staff salaries and running costs for a small team of project specialists, which comprises a Debt and Money Advice specialist, Welfare Benefits specialist, Money Talk Team Helpline Adviser, and two EU Settlement Scheme project specialists. The Annual account balance is also made up of various funding, some of it is specific project based funding. The annual balance covers staffing costs, specialized staffing, rents and overheads.</i>

Total restricted /committed funds & purpose	£3,837
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Project:

Outline of what the group plan to do to help people recover from the pandemic. Projects will be ranked higher if the application strongly demonstrates that they are meeting an identified need in the community. (e.g. area of deprivation, protected characteristics, tackling wellbeing and isolation, tackling climate change)

High

Medium

Low

Comment:

The number of individuals accessing Peebles CAB has increased during the Covid pandemic. The increase in numbers can be seen below;

1 April 2019 – 31 March 2020 – 2,144

1 April 2020 - 31 March 2021 – 2,615

Peebles CAB have recruited 3 new trainees to help support with the workload and provide a more effective service to those individuals living in Tweeddale.

Current management staff are subsequently having to provide extra time to manage the new trainees and support their training while also continuing to provide support to existing staff.

As a result in the increase of demand of the service and also the demands of training the new trainee advisors Peebles CAB are also looking for funding to contribute towards an increase in hours for the Manager (5 hours x £20/hour - £5,200 in total) and Case Administrator (10 hours x £15/hour - £7,800 in total). The increased hours will allow extra time to provide on-going training to the new trainees within their new role while also continue to provide support or existing staff.

Funding for six months will allow Peebles CAB the additional staffing hours to support an effective training programme and getting the new trainees ready to start in their new advising role. The additional hours will also allow CAB to develop the in house training which can then be used again for the next group of trainees when they are ready to recruit again.

Peebles CAB are seeking funding to add an additional two laptop computers to be used by two of their new advisers, (£1,400 in total). The trainee advisors are currently using their own laptops but it's important that once they start to handle 'live' cases and client information that they are using a laptop that is provided for by Peebles CAB.

Peebles CAB are also looking for additional funding to promote their services (£500).

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Evidence of individuals, groups or communities likely to <u>benefit</u> from the new initiative and how they have been affected by the pandemic:		
High <input checked="" type="checkbox"/>	Medium <input type="checkbox"/>	Low <input type="checkbox"/>
<p>Comment:</p> <p>Peebles CAB offer advice and information around a range of topics, including welfare benefits, debt, employment, housing, relationships, legal matters,</p> <p>Peebles CAB have found that most enquires that they received the individuals experience a number of challenges and require additional support on a number of areas. If there are a sufficient numbers of advisers, and opportunities to access the service, Peebles CAB are better equipped to offer a more rounded services which would aim to deal with all of the client's needs.</p> <p>Peebles CAB have found that many of the new enquiries are more complex as a result of Covid and individuals facing new situations. Peebles CAB have also found that there has been additional challenges of providing support via online. Online meetings has resulted in additional follow up calls as clients have suffered from fatigue while on longer calls.</p> <p>Peebles CAB look to combat poverty and deprivation and play an important part in improving both the wellbeing and the economy of the community in Tweeddale. During the period of 2020/21 Peebles CAB provided financial benefit to many individuals who accessed their support. This allowed for over £340,000 in total to be returned as financial gain to those individuals who queried their benefit claims.</p>		

Expected <u>impact</u> of the new initiative and how will it help those most in need recover from the pandemic		
High <input type="checkbox"/>	Medium <input checked="" type="checkbox"/>	Low <input type="checkbox"/>
<p>Comment:</p> <p>Funding will help to support an increase in staff which will ensure that there are more advisors available to people when they require support. It will allow Peebles CAB to operate a better blended service and offer more in person appointments.</p>		

It is anticipated that once Covid support is reduced and individuals come off of Furlough that additional support and advice will be required.

During the pandemic Peebles CAB have supported individuals who have not used the service before. They anticipate that this will continue to increase as individuals have challenges in navigating the current welfare system and employment law.

Project Expenditure:

Total Project Cost	£14,900
10% organisation contribution	£1,490
Request to BBBB	£13,410

Item of expenditure	Cost
Salaries - increase in hours	£13,000
Laptop computers x 2	£1,400
Marketing and promotional expenses	£500
	£
	£

Match/other funding sought:

Funder	Funding Requested	Status
	£	
	£	
	£	

Grants received from Scottish Borders Council or any other funder within the last three years

Date	Project Title	Amount
1/4/21	SBC core funding	£39,000
15/6/21	Tweeddale Community Fund	£4,000

SBC OFFICER ASSESSMENT	The application meets the criteria of the BBBB fund
Comments	<p>The application will look to offer additional support to individuals in the Tweeddale area who require assistance from CAB.</p> <p>CAB have had an increase of referrals as a result of Covid 19 and these numbers are expected to continue to rise over the next few months.</p>
Additional terms and conditions required	<p>Scottish Government coronavirus (COVID-19) guidance must be adhered to with a protocol for safe participation in the programme and use of resources developed, and all participants agreeing to adhere to this protocol.</p> <ul style="list-style-type: none"> • We would seek the group to particularly report on: Number of referrals received during a period of 6 months

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