

**MEETING: 24/11/2016**

**Ref: 13471**

**ASSESSMENT CATEGORY - Resettlement and Rehabilitation of Offenders**

**Kensington & Chelsea Citizens Advice Bureau  
Service**

**Adv: Jack Joslin**

**Amount requested: £96,665**

**Base: Kensington & Chelsea  
Benefit: London-wide**

**Amount recommended: £96,700**

**The Charity**

Kensington and Chelsea Citizens Advice Bureau (KCCAB) has been embedded in the borough for many years. The principal object of the charity is to provide centres for the supply of advice and guidance in the London Borough of Kensington and Chelsea. An independent charity that is part of the Citizens Advice Network across England and Wales, it provides free, confidential and impartial advice on issues affecting people's lives. Much of its provision focuses on Benefits, Housing, Debt and Money advice across their two sites. The charity also provides some specialist services across the borough including an advice service in HMP Wormwood Scrubs.

**The Application**

The charity is looking for you to support a programme under your Resettlement and Rehabilitation of Offenders priority. The project that the charity is seeking your funding for will deliver a Citizens Advice Service within HM Prison, Wormwood Scrubs. KCCAB have been delivering work with prisoners at Wormwood Scrubs since 1989. Your funding is sought to support the salary of one of the advice workers and associated running costs to work with prisoners who are transitioning 'through the gates'. The worker will provide advice to prisoners before release on accommodation, employment and financial issues both preparing them as they transition back into the community but to also take practical steps to ensure they have security of accommodation on release from prison.

**The Recommendation**

KCCAB is a well-established service which has been providing advice work in Kensington and Chelsea for many years. The charity has been providing specialist advice support to prisoners in Wormwood Scrubs since 1989 and has a strong track record of delivering positive outcomes in this area. Your funding is sought to support the full-time salary costs of an advice worker who has specific responsibility for working with Prisoners as they prepare to transfer through the gates. Funding is advised at:

**£96,700 over 2 years (£48,000, £48,700) towards a full-time Advice Worker and associated running costs for a project working with prisoners in HM Prison, Wormwood Scrubs.**

**Funding History**

None

**Background and detail of proposal**

KCCAB has been delivering work in HM Prison Wormwood Scrubs since 1989. The work started as a community outreach programme but by 1994 had grown and the organisation received funding to trial setting up a CAB service within the Prison. The

project aims to ensure prisoners have access to the same quality of service as any other citizens in the community. A new report from the Inspectorate of Probation has found that more than two thirds of offenders released from prison had not received enough help before release in relation to accommodation, employment and finances. Without sufficient preparation around these issues prisoners who are released are more likely to re-offend.

At present this project is funded in part by the Money Advice Service and a commitment to the project from the organisational reserves. The organisation is seeking funding to secure the other advice post at the prison for the next two years with a focus on delivering their 'through the gates' service working with prisoners as they transition from Prison back into the community.

### Financial Information

Forecast income in the current year to 31 March 2017 is £1,165,702 of which £1,118,327 (96 %) has been confirmed by September 2016.

The organisation explained at assessment that they had reductions in funding from the Local Authority over the last 2 years. They have received funding from Kensington and Chelsea for the last 3 decades and are confident that they will not receive any further reductions over the next two years.

The cost of generating funds were not disclosed in the accounts but the organisation assured your officer that they will do so in the future and provided a figure for the current financial year. The reason why the amount is low is due to them receiving 90% of their income through statutory contracts.

Year end at 31 March	2014/15 Audited Accounts	2015/16 Draft Accounts	2016/17 Next Year Forecast
Income and Expenditure	£	£	£
Income	1,431,900	1,236,001	1,165,702
Expenditure	1,443,873	1,237,739	1,198,106
Unrestricted Funds Surplus / (Deficit)	5,618	55,309	(23,961)
Restricted Funds Surplus / (Deficit)	(17,591)	(57,047)	(8,443)
Total Surplus / (Deficit)	(11,973)	(1,738)	(32,404)
Surplus / (Deficit) as a % of turnover	(0.8%)	(0.1%)	(2.8%)
Cost of Generating funds (% of income)	0	0	6,000 (0.5%)
<b>Free unrestricted reserves</b>			
Unrestricted free reserves held at Year End	289,964	346,578	322,617
How many months' worth of expenditure	2.41	3.36	3.23
Reserves Policy target	360,969-721,938	309,435-618,870	299,526-599,052
How many months' worth of expenditure	3-6	3-6	3-6
Free reserves over/(under) target	(71,005)-(431,974)	37,143-(272,292)	23,091 – (276,435)