

## **Appendix 1**

### **Details of officer support to Rape Crisis Centre**

This support was given in order to allow the RC&SAC both time and technical assistance to address the concerns raised by the Department of Health in order that they might re apply for departmental funding.

1. Officer support and access to dedicated training to address the specific financial and administrative systems deficiencies – this was through Community and Leisure finance section. RC&SAC failed to accept this indicating they felt that Council systems and financial procedures were not appropriate to their needs
2. In response to the above, RC&SAC were invited to identify an alternative source who could deliver training of a nature appropriate to their needs. BCC could then confirm the proposed training's suitability and pay for it through the requisition system.
3. RC&SAC did not identify an alternative provider. The officer therefore indicated that an appropriate amount from the £14,600.00 per annum allocation could be used towards securing relevant, financial and administrative training for the group.
4. Prior to the financial award of 2006/07, Community Development Officer support was given to address basic financial systems such as petty cash procedures, production of income and expenditure records, funding applications and organising Annual General Meetings
5. Community Services has maintained ongoing officer contact with the group, particularly around monitoring throughout the 06/07 and 07/08 financial periods. Contact was focused on the need to meet monitoring requirements, to collect information and to advise the group on how to implement improvements.
6. To assist the group to submit information in relation to the current request, unlimited access to named Community Development Worker support was offered for a period of 3 weeks i.e. 24 September to 17 October 2008

BLANK PAGE