

REPORT TO KINCARDINE AND MEARN'S AREA COMMITTEE – 05 JUNE 2018

AREA COMMITTEE BUDGET 2018 - 2019

1 Recommendation

It is recommended that the Kincardine and Mearns Area Committee consider the following application:

- | | | |
|-----|--|-----------|
| 1.1 | Stonehaven and District Men's Shed - | £8,000.00 |
| 1.2 | Home-Start Kincardine - | £1,850.00 |
| 1.3 | Luthermuir Village Improvement Group - | £233.62 |

2 Background / Discussion

- 2.1 The Council has allocated £80,000 to each Area Committee for the financial year 2018/19 for the Area Committee Budget. Members agreed to set aside £20,000 of the budget for a Participatory Budgeting exercise in Portlethen for projects emerging from the Settlement Action Plan. Five applications have been approved, leaving a balance of £41,164.85. Criteria for the Area Committee Budget has been appended to this report.
- 2.2 An application has been received from Stonehaven and District Men's Shed to assist in the refurbishment of the Green Pavilion, Stonehaven, which the group hope to obtain through the Community Asset Transfer process. It is anticipated that the renovation will create fit for purposes accommodation for both practical activities and a social relaxation area for Men's shed members. In addition, other community groups have indicated they would want occasional lets such as the cycle group, ladies' hobby group and the camera club. The Group maintain that various local government bodies and volunteer groups have identified a strong need for a Men's Shed. The benefit for the members would be around improved self-esteem, a chance to learn new skills and share skills, overcoming isolation and improve social interaction. Research has shown the negative impact of loneliness and isolation on elderly citizen's health and wellbeing. The group feel their project complies criteria in the local community plan:
- Local Community Plan (wellbeing).**
Significant community engagement took place before it was agreed to set up the group which currently has around 69 members. Access to accommodation will serve to broaden the membership. The community as a whole will benefit as a result of having a refurbished facility. Repairs and maintenance of the building will be undertaken by the group which in turn should offer a saving to the Council.

The total project cost is expected to be £79,364. The element of work to be carried out on this occasion, and the subject of the application, is as follows:

Asbestos survey	-	£390
Asbestos removal	-	£1,675
Steel Buttresses	-	£1,860
Planning application	-	£400
Building Warrant	-	£845
Doors and windows	-	£8,000
Project Management fees	-	£4,020
TOTAL	-	£17,190

Funding available to the match the project cost of £8,218 has been assembled as follows:

Age Scotland	-	£968
NHS Grampian	-	£3,000
Shell	-	£2,000
Stonehaven Town Partnership		£250
Meikle Carewe	-	£2,000
TOTAL	-	£8,218

- 2.3 Home-Start Kincardine have requested £1,850 towards the purchase of two laptops, at a cost of £600 each; office/group equipment for new premises at a cost of £1400; and the cost of £1,100 to enable staff to attend a recognised counselling course.

Home-Start Kincardine is a third sector organisation that supports families within the local area, offering weekly visits to provide emotional and practical support, mainly through home visits. The organisation has three members of staff. The programme of support offered includes; a book bug group in Fettercairn Library; and Parents Early Education Partnership group in Portlethen. Home-Start Kincardine are hoping to move to the Stonehaven Court building which will enable them to offer more group support and also the opportunity to network with other third sector organisations. The organisation is also hoping to deliver a Positive Parenting Programme and provide a counselling service once staff have undertaken training. The cost of training would be £1,100 for a member of staff to attend the COSCA Counselling Skills course over 2 years, progressing to the counselling diploma. This has been a long-term goal for Home-Start who, as a service, work with many local families and have knowledge of the high percentage of families who suffer from low mood, postnatal depression, and mental health issues. The organisation need to replace current IT systems as they are they are out of date and not fit for use with software required to run an efficient service.

- 2.4 Luthermuir Village Improvement Group have requested £233.62 towards the cost of signage for the Caldham Woodland path that has been established. This path has taken a number of years to complete through various funding packages. As the request is for a very small sum of money there has been no matched funding offered, or sought, given the group have raised significant funds to complete the project.

- 2.5 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report, their comments are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.

3 Scheme of Governance

- 3.1 The Committee is able to consider and take a decision on this item in terms of Section B.6.3 of the List of Committee Powers in Part 2A of the Scheme of Governance as it relates to the authorisation of expenditure from the Area Committee Budget.

4 Implications and Risks

- 4.1 An equality impact assessment is not required because the recommended actions will not have a differential impact on people with protected characteristics. The nature of the proposed refurbishment at the Green Pavilion, which is being done by the Men's Shed, will be available to everyone in the community.
- 4.2 There are no particular staffing implications arising from this report.
- 4.3 The management of this budget will be undertaken within existing Area Manager's resources. The proposals outlined in this report are in line with the allocation of financial resources as contained in the 2018/19 Revenue Budget for Area Managers.
- 4.4 The following risks have been identified as relevant to this matter on a Corporate Level: Budget Pressures; Working with other organisations. No risks have been identified as relevant to this matter on a Strategic Level.
- 4.5 The content of this report has been considered against the Town Centre First Principle and a report is appended at appendix

**Report by Director of Infrastructure Services
Stephen Archer**

**Report prepared by Karen McWilliam, Area Committee Officer
(Kincardine & Mearns)
22.05.18**

KINCARDINE and MEARN'S AREA COMMITTEE BUDGET							APPENDIX 1
FINANCIAL YEAR 2018-19							
APPLICANT	PURPOSE	DATE RECEIVED	BUDGET AMOUNT REQUESTED	DATE TO COMMITTEE	AMOUNT AGREED	RUNNING TOTAL	
					£104,500		
						£80,000.00	
Portlethen Participatory Budgeting	Participatory Budgeting Event	20.03.18	£20,000.00	20.03.18	£20,000.00	£60,000.00	
Auchenblae Defibrillator Group	Defibrillator	08.03.17	£300.00	24.04.18	£300.00	£59,700.00	
Laurencekirk Memorial Park Group	Storage Unit and Toilet	02.04.18	£8,000.00	24.04.18	£8,000.00	£51,700.00	
Dickson Memorial Hall, Laurencekirk.	Refurbishment and floor cleaning machine.	03.04.18	£3,298.00	24.04.18	£3,298.00	£48,402.00	
Newtonhill Festive Lights	Replacement LED lights	26.04.18	£4,250.00	15.05.18	£4,150.00	£44,252.00	
Johnshaven School	Community room.	26.04.18	£2,687.15	15.05.18	£2,687.15	£41,164.85	
Stonehaven & District Men's Shed	Refurbishment of the Green pavilion	17.05.18	£8,000.00	05.06.18			
Home-Start Kincardine	IT equipment and training fees	21.05.18	£1,850.00	05.06.18			
Luthermuir Village Improvement Group	Path signage	22.05.18	£233.62	05.06.18			

Appendix 2

Criteria for the Use of the Kincardine and Mearns Area Committee Budget, agreed by Area Committee (20.03.18).

1. The budget should be used to enable the Kincardine and Mearns Area Committee to respond to local needs by adjusting the level of Council Services within its Area and supporting projects which respond to local needs. Projects will be favourably considered if they have clear evidence of fit to the Council's Strategic Priorities, including community economic development and emerged from, or take cognisance of:
 - Community Action Plans; Settlement Plans
 - Town Centre First approach;
 - The Local Community Plan (emerging)
 - Strong Communities,
 - Wellbeing, and
 - Connecting People.
 - Community Empowerment Act– in support of the assembly of business plans; feasibility studies etc.

See NB 1 below.

2. Under normal circumstances the maximum payment for any one project or initiative is **£8,000.00**.
3. The Area Committee Budget should, in normal circumstances, only be used as part of the wider funding package with a maximum contribution normally being (50%) Voluntary/in kind contributions will be considered as part of the contribution of a project.
4. The use of the Area Committee Budget is open to Council Services and constituted groups who can prove that a funding package is being assembled and cannot be met from normal budgets.
5. The applicant must demonstrate that this is the final part of a wider funding package and that the money will be spent before the end of the financial year (31 March). This would not preclude an agreement in principle, earlier in the process, if that is of assistance to the applicant in attracting other funding.
6. The Area Committee Budget may **not** be used to directly fund a continuation of a service or a grant which has been stopped or reduced as a result of budget savings agreed by the Council. It can however, be used to facilitate the transfer of such service delivery or facility to the community or other third sector partner.
7. Where the funding level is in excess of £5,000.00 applicants will be asked to address the Area Committee. Applicants will be given advice on how and what to present to the Committee.
8. The Area Committee Budget will not commit the Council to recurring expenditure and if there are any employee implications, the approval of the Director of

Business Services will be obtained. Any proposal that has an implication on a Council revenue or capital budget will have this clearly identified.

9. Recurring annual costs of a group or event will not be supported. The following costs will be considered on a case by case basis:
 1. Developmental costs of a new group that is being established with aims consistent with Council objectives (a)
 2. Setting up costs of a new event (a)
 3. Costs of a one off event which is consistent with Council objectives
 4. Event costs due to circumstances which could reasonably be considered as unforeseen (b) and (c)
 - (a) An application would have to provide evidence of longer term financial sustainability.
 - (b) Excludes cancellation, weather, poor planning and retrospective applications.
 - (c) An application would have to provide evidence that all other avenues have been exhausted.
10. The Fund will close at the end of December to enable the end of year financial process to progress.
11. A reporting and monitoring system is to be put in place and made available to the Area Committee.
12. All applications must be agreed by the Area Committee.

For Information:

NB –

1. You need to evidence how your project meets the criteria and priorities. Depending on the type of project, some criteria and priorities may be more relevant and some not applicable.
2. Some of the Council Priorities are clearly only pertinent to the Council - *.

Council Priorities:

- Support a strong, sustainable, diverse and successful economy;
- Have the best possible transport and digital links across our communities;
- Provide the best life chances for all our children and young people by raising levels of attainment and achievement;
- Work with parents and carers to support children through every stage of their development;
- Encourage active lifestyles and promote well-being with a focus on obesity and mental health;
- Have the right mix housing across all of Aberdeenshire;
- Support and delivery of Health and Social Care Strategic Plan;
- Work to reduce poverty and inequalities within our communities;
- Deliver responsible, long-term financial planning; *
- Have the right people, in the right place, doing the right thing, at the right time;

*

Protect our special environment, including tackling climate change by reducing greenhouse gas emissions.



TOWN CENTRE FIRST IMPACT ASSESSMENT (TCFIA)

Aberdeenshire Council recognises that town centres have an important role to play in the sustainable development of local economies.

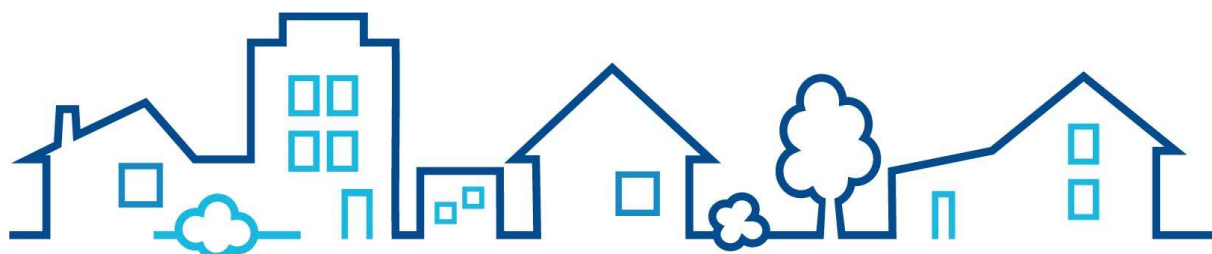
The Town Centre First Impact Assessment (TCFIA) allows officers in all services to identify the detrimental and beneficial effects that decisions we take may have on our town centres. It will allow officers to consider any implications that council decisions may have on Aberdeenshire's key town centres. Examples of this include changes to: the provision of civic and community facilities, employment land, retail, residential buildings, cultural assets, transportation, leisure and tourism.

A Town Centre Ambassador has been nominated within your service, you can locate your Town Centre First Ambassador through the Town Centre First Principle Arcadia pages.

Project Information	
Title of Committee Paper	Area Committee Budget
Service	Infrastructure
Department	Area Manager
Author	William Munro
Have you consulted your Town Centre First Ambassador?	Yes

1) Could your Project Paper cause an impact in one (or more) of the identified town centres? – Peterhead, Fraserburgh, Inverurie, Westhill, Stonehaven, Ellon, Portlethen, Banchory, Turriff, Huntly, Banff, Macduff.	
Yes – Stonehaven	

2) If approved would your project cause an impact (either positive or negative) with regards to the footfall of any of these town centres?	
Yes	



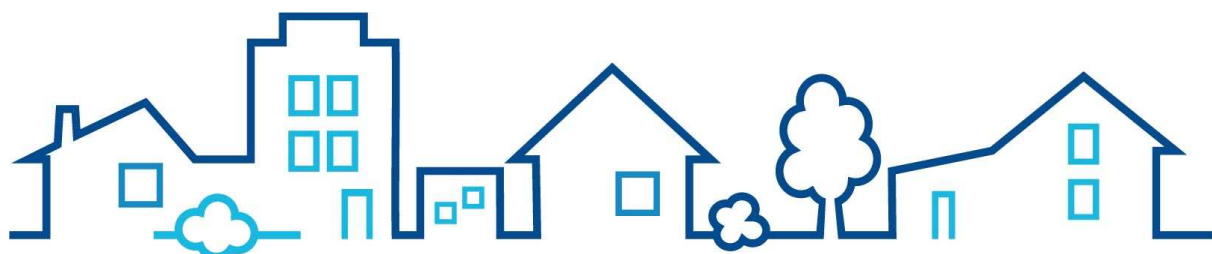


3)	
Please describe the aims of the committee paper?	The Committee paper seeks approval of a grant to the Stonehaven & District Men's Shed for refurbishment of the Green pavilion, Stonehaven

4) What are the positive and negative impacts?		
Impact	Describe the positive impact?	Describe the negative impact?
Please detail any potential positive and negative impact the project may have on Aberdeenshire's Key Town Centres.	The building is outwith the town centre and therefore will have no direct impact. Members will be encouraged to walk to improve their physical wellbeing.	Increased traffic along Beach front, reducing number of car park spaces available for members of the public.

5) What mitigating steps will be taken to reduce or remove negative impacts? If none see Q6	
Mitigating Steps	Timescale
Members will be encouraged to walk, cycle or car share to reduce impact along beachfront	Ongoing

6) Set out the justification that the activity can and should go ahead despite the negative impact.
The benefits to members of the Shed in improving mental health and wellbeing and reducing social isolation outweighs the small increase in traffic to the beachfront.





Question 7: Sign off and Authorisation

3) Author: I have completed the TCIA impact assessment for this policy/ activity.	Name: Karen McWilliam Position: Area Committee Officer Date: 23 May 2018 Signature:	
4) Consultation with Service Manager	Name: Position: Date:	
5) Authorisation by Director or Head of Service	Name: William Munro Position: Area Manager Date: 23 May 2018	
6) Have you consulted with your Town Centre First Ambassador?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
7) TCFIA author sends a copy of the finalised form to: tcfia@aberdeenshire.gov.uk		Date Sent:

