

REPORT TO BANFF AND BUCHAN AREA COMMITTEE: 18 AUGUST 2020

BANFF AND BUCHAN AREA COMMITTEE BUDGET 2020/2021 - AREA INITIATIVES FUND - SECOND TRANCHE APPLICATIONS

1 Reason for Report

The purpose of this report is to advise the Committee of the second tranche of applications received for funding from the Banff and Buchan Area Initiatives Fund 2020/2021.

2 Recommendation

The Area Committee is recommended to:

2.1 consider the second tranche of applications received in relation to the Area Initiative Fund, as detailed in Appendix 1 to this report, and determine whether, and to what extent, to award funding.

3 Purpose of Report and Decision Making Route

- 3.1 The purpose of this report is to seek the agreement of the Banff and Buchan Area Committee in relation to the allocation of the £31,947 remaining in the Banff and Buchan Area Initiatives Fund for 2020/2021.
- 3.2 The recommendations within this report are in line with the criteria for the use of the funds as agreed by the Policy and Resources Committee on 19 April 2007.
- 3.3 At its meeting on 31 March 2020 the Area Committee agreed to allocate the Banff and Buchan Area Committee Budget 2020/2021 of £80,000, to the Banff and Buchan Area Initiatives Fund to, in line with the eligibility criteria outlined in the report, promote the development of community-based initiatives supporting the delivery of the following themes:
- Improving the appearance and maintenance of towns and villages within Banff and Buchan
 - Stronger communities
 - Safer communities
 - Supporting health and active communities
 - Tackling poverty and inequality
 - Transport and connectivity
 - Educational development
- 3.4 At its meeting on 16 June 2020, the Area Committee allocated £48,053, leaving a balance of £31,947 and agreed to open a second tranche of applications for the remaining money.

3.5 The second tranche of funding has been advertised widely by the Area Manager's Team. Seven applications have been received and the total amount of money requested is £33,155.

4. Discussion

- 4.1 To comply with the requirements of the internal auditor, groups have been required to submit a copy of their constitution or Memorandum and Articles and their most recently independently examined accounts.
- 4.2 To enable Members to have a greater understanding of the status of the groups in terms of governance, sustainability, finance and the ability to finalise projects by the end of the financial year 2020/2021, a list of the applications received is attached at Appendix 1. Members have also all had sight of all the application forms in full.
- 4.3 Those organisations which have received funding in the last three years have been highlighted.
- 4.4 Payment will be made retrospectively when receipts have been obtained as proof that the money has been spent in accordance with the proposals applied for. Grants must be claimed before 31 March 2021 and groups which are unable to provide receipts before that date will not receive their award.
- 4.5 It is appreciated that some groups may be unable to adhere to this deadline, and this may be exacerbated by the coronavirus situation. In light of this, the Area Committee, at its meeting on 16 June 2020, agreed that an informal session be arranged to discuss potential contingency projects which could benefit from any money that was unable to be spent before 31 March 2021 and delegated authority to the Area Manager, following consultation with Banff and Buchan Members, to allocate this money. Members of the Committee met on Tuesday 31 July 2020 for this purpose.

5 Council Priorities, Implications and Risk

5.1 This report helps to deliver

Council Priority 1 - Our People (Education, and Health & Wellbeing)
Council Priority 2 - Our Environment (Infrastructure, and Resilient Communities)
Council Priority 3 - Our Economy (Economy & Enterprise, and Estate Modernisation)

5.2 The table below shows whether risks and implications apply if the recommendations are agreed.

Subject	Yes	No	N/A
Financial	x		
Staffing		x	
Equalities	x		
Fairer Scotland Duty	x		
Town Centre First			x
Sustainability		x	
Children and Young People's Rights and Wellbeing		x	

- 5.3 An equality impact assessment has been carried out as part of the development of the proposals set out above. It is included as **Appendix 2** to this report and no negative impacts for people with protected characteristics have been identified.
- 5.4 There are no additional staffing or financial implications arising from this report. The management of the budget will be undertaken within existing Area Management resources. The proposals outlined in this report are in line with the allocation of financial resources as contained in the 2020/21 Revenue Budget.
- 5.5 The following risks have been identified as relevant to this matter on a Corporate Level:
- Budget Pressures;
 - Working with Other Organisations (see Corporate Risk Register).

No risks have been identified as relevant to these matters on a Strategic Level.

6. Scheme of Governance

- 6.1 The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report and their comments have been incorporated. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 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.

LAURENCE FINDLAY DIRECTOR OF EDUCATION AND CHILDREN'S SERVICES

Report prepared by: Liz Farquhar, Area Committee Officer (Banff and Buchan)
Date: 29 July 2020

Appendix 1: List of Applications
Appendix 2: Equality Impact Assessment

Appendix 1

Applications in Alphabetical Order

Organisation	Project	Total Project Cost	Amount Requested	Previous awards
Banff and Macduff in Bloom	Purchase small tractor for watering hanging baskets and tubs in both towns	£15,000	£5,000	
Banff Preservation & Heritage Society Museum	Purchase of museum cabinet and chest of drawers	£12,831	£10,000	
Broch Surf Club	Purchase of surfing equipment + PVG applications	£5,010	£4,008	
Fraserburgh Development Trust	Purchase of Christmas lights	£3,510	£1,500	2020/21 Fraserburgh Community Garden Improvements
Fraserburgh Development Trust	Refurbishment of roadside banner poles and installing new banners	£5,210	£4,168	2020/21 Fraserburgh Community Garden Improvements
Fraserburgh Sea Cadets	Purchase of trailer to transport equipment to other locations	£5,210	£4,025	2020/21 Purchase of storage/changing cabin; 2019/20 Purchase of Windsurfing Equipment
River Church	Purchase and install security cameras	£5,006	£4,004	2017/18 Replacement front doors, repairs to building and upgrade of sound system
		TOTAL	32,705	

APPENDIX 2



EQUALITY IMPACT ASSESSMENT

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions).	
Service	Education and Children’s Services
Section	Area Manager – Banff and Buchan
Title of the activity etc.	Allocation of Area Initiatives Fund 2020/21
Aims of the activity	The general purpose of this report is to seek the agreement of the Banff and Buchan Area Committee to allocate the remaining amount of £31,947 from the Banff and Buchan Area Initiatives Fund 2020/2021.
Author(s) & Title(s)	Liz Farquhar Banff and Buchan Area Committee Budget 2020/21 - Area Initiatives Fund (Second Tranche) Applications

Stage 2: List the evidence that has been used in this assessment.	
Internal data (customer satisfaction surveys; equality monitoring data; customer complaints).	N/A
Internal consultation with staff and other services affected.	The Head of Finance and Monitoring Officer within Business Services have been consulted in the preparation of this report. Eligible applications have assessed against a set of criteria as outlined in the report.
External consultation (partner organisations, community groups, and councils).	N/A
External data (census, available statistics).	N/A

Other (general information as appropriate).	The Area Initiatives Fund is widely advertised and applications have been received from a number of 3 rd sector organisations who work closely with groups with people who have protected characteristics.
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Stage 3: Evidence Gaps.	
Are there any gaps in the information you currently hold?	No.

Stage 4: Measures to fill the evidence gaps.		
What measures will be taken to fill the information gaps before the activity is implemented? These should be included in the action plan at the back of this form.	Measures:	Timescale:

Stage 5: Are there potential impacts on protected groups? Please complete for each protected group by inserting "yes" in the applicable box/boxes below.				
	Positive	Negative	Neutral	Unknown
Age – Younger	x			
Age – Older	x			
Disability	x			
Race – (includes Gypsy Travellers)				x
Religion or Belief				x
Gender – male/female	x			
Pregnancy and maternity				x

Sexual orientation – (includes Lesbian/ Gay/Bisexual)				X
Gender reassignment – (includes Transgender)				X
Marriage and Civil Partnership				X

Stage 6: What are the positive and negative impacts?		
Impacts.	Positive (describe the impact for each of the protected characteristics affected)	Negative (describe the impact for each of the protected characteristics affected)
Please detail the potential positive and/or negative impacts on those with protected characteristics you have highlighted above. Detail the impacts and describe those affected.	Various 3 rd sector organisations will benefit from this fund which will enable the delivery of projects targeted at certain groups including: children have the best start in life; older people and community care; supporting communities and volunteering.	

Stage 7: Have any of the affected groups been consulted?	
If yes, please give details of how this was done and what the results were. If no, how have you ensured that you can make an informed decision about mitigating steps?	No

Stage 8: What mitigating steps will be taken to remove or reduce negative impacts?		
These should be included in any action plan at the back of this form.	Mitigating Steps	Timescale

Stage 9: What steps can be taken to promote good relations between various groups?	
These should be included in the action plan.	N/A

Stage 10: How does the policy/activity create opportunities for advancing equality of opportunity?
The Area Committee Budget is widely advertised and aligns with key community planning priorities including ensuring children have the best start in life; older people and community care; supporting communities and volunteering.

Stage 11: What equality monitoring arrangements will be put in place?	
These should be included in any action plan (for example customer satisfaction questionnaires).	Regular budget monitoring, and successful applicants may be expected to report back to Area Committee on their outcomes.

Stage 12: What is the outcome of the Assessment?		
Please complete the appropriate box/boxes	1	No negative impacts have been identified –please explain.
	No negative impacts have been identified.	
	2	Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.
	3	The activity will have negative impacts which cannot be mitigated fully – please explain. * Please fill in Stage 13 if this option is chosen

* Stage 13: Set out the justification that the activity can and should go ahead despite the negative impact.

N/A

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Education and Children's Service		
	2) Title of Policy/Activity	Area Committee Budget – Area Initiatives Fund		
	3) Authors: I have completed the equality impact assessment for this policy/ activity.	Name: Liz Farquhar Position: Area Committee Officer Date: 29/05/20 Signature:	Name: Position: Date: Signature:	
		Name: Position: Date: Signature:	Name: Position: Date: Signature:	
	4) Consultation with Service Manager	Name: Date:		
	5) Authorisation by Director or Head of Service	Name: Angela Keith Position: Interim Area Manager Date: 29/05/20	Name: Position: Date:	
	6) If the EIA relates to a matter that has to go before a Committee, Committee report author sends the Committee Report and this form, and any supporting assessment documents, to the Officers responsible for monitoring and the Committee Officer of the relevant Committee. e.g. Social Work and Housing Committee.			Date: 29/05/20
	7) EIA author sends a copy of the finalised form to: eia@abdnshire			Date: 29/05/20
(Equalities team to complete) Has the completed form been published on the website? YES/NO			Date:	