

## **REPORT TO BUCHAN AREA COMMITTEE – 6<sup>th</sup> OCTOBER 2020**

### **AREA COMMITTEE BUDGET 2020/2021 – AREA COMMITTEE GRANT SCHEME**

#### **1. Reasons for Report/Summary**

- 1.1 To approve the allocation of the balance of the Area Committee Grant Scheme budget amounting to £24,330.00

#### **2. Recommendations**

##### **The Committee is recommended to:**

- 2.1 Approve the allocation of the balance Area Committee Grant Scheme budget as recommended in Appendix 1 attached to this report.

#### **3. Purpose and Decision Making Route**

- 3.1 At the Buchan Area Committee on 21<sup>st</sup> April, 2020, (Item 11) Councillors agreed to make available £62,500 of the Area Committee Budget to an Area Committee Grant Scheme, similar to that run in previous years. Subsequently, at the Buchan Area Committee on 23<sup>rd</sup> June 2020, (Item 7) Councillors agreed to award £38,170 to 13 projects, leaving a balance of £24,330 to be awarded later in the year.
- 3.2 The fund attempts to achieve a good spread of schemes, with broad community benefit across the Buchan area and to focus on local priorities. As in previous years the projects that have been recommended, will help deliver towards the Council's priorities and the Local Outcome Improvement Plan (LOIP). Where possible the grant will also help groups attract match-funding.
- 3.3 The schedule of applications received, total costs and recommended awards are included as Appendix 1 to this report. In assessing the schemes together with Buchan Development Partnership, all the applications meet the criteria.

#### **4 Discussion**

- 4.1 A total of 9 new grant applications were received. These 9 applications amount to £14,421.00 of the available budget. Members are asked to note that three of the applications that were deferred for further information to be provided, have now been resubmitted for consideration, bringing the total number of applications to 12. These are Peterhead and District Allotments, Aberdeenshire Sailing Trust and Port Erroll Hall, Cruden Bay. These three applications amount to £9,909.00 of the available budget.

- 4.2 The recommended grant awards total £24,330 which will fully commit the Area Committee Grant Scheme budget.
- 4.3 Mintlaw & District Allotments was one of the projects supported in the June awards. This was to purchase tables, benches and planters however, the cost of these items has increased considerably due to the demand by the hospitality industry for outdoor furniture to allow outdoor social distancing within their establishments. This has resulted in the group being unable to purchase all the planters as the most of their budget was spent on the tables and benches and has created a £64 underspend, which is now available for reallocation.
- 4.4 A late application from Mintlaw and District Men's Shed has been received for Personal Protective Equipment, which they desperately need, to allow them to restart their project under very strict guidelines. It is recommended that the underspend of £64 be awarded to this group.
- 4.5 The awards are based on the agreed limit of £10,000 or 80% of the project costs. Councillors do have the discretion, should they agree that a project is of exceptional merit, to allocate funds accordingly. Where an award has been given, but falls short of the amount requested, Buchan Development Partnership will work with these groups to help them identify the gap funding required.
- 4.6 Projects that are difficult to fund such as repairs, maintenance and training have been favoured, as this support will increase the sustainability of the projects. All the projects support volunteering.
- 4.7 The communities have prioritised their projects and it is suggested that they are all worthy of support. The recommended projects allow for a balanced geographical spread, are deliverable and reflect value for money. The applications are for smaller amounts this year, however, the grants recommended for approval have the potential to lever in approximately £24,251.04 match funding from other sources that have either been secured or are presently being explored.
- 4.8 The help and support of Buchan Development Partnership has been fundamental in the development of this report
- 4.9 A very enjoyable virtual presentation of the awards took place in September and it is the intention to repeat this with the successful groups later in the year. The award certificates will be issued to the groups after the ceremony takes place.

## 5. Council Priorities, Implications and Risk

5.1 This report helps deliver on the three pillars of Aberdeenshire Council's Strategic Priorities:-

Our People: Health & Wellbeing  
Our Environment: Resilient Communities  
Our Economy: Economy & Enterprise

5.2 The table below shows whether risks and implications apply if the recommendation(s) is(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 and is included as Appendix 2 to the report.

5.4 A Town Centre Impact Assessment has been carried out and is included as Appendix 3.

5.5 There are no staffing implications arising from this report. The management of this budget will be undertaken within existing area management resources.

5.6 The proposals outlined in this report are in line with the allocation of financial resources approved as part of the approval of the Councils Revenue Budget on 18 March 2020. However, during this period of financial uncertainty caused by the Covid-19 pandemic, all officers are being advised that only essential spend should be undertaken and that this approach should be borne in mind when discussing any financial commitment, now or during the remainder of the financial year.

5.7 The following Risks have been identified as relevant to this matter on a Corporate Level: ACORP001 – Budget Pressures and ACORP005 – Working with other organisations. (Corporate Risk Register)

## **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 are incorporated within the report and are satisfied that the report complies with the Scheme of Governance and relevant legislation.
- 6.2 The Committee can 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.

Ritchie Johnson  
Director of Business Services

Report by Maureen Stephen  
Area Committee Officer  
22<sup>nd</sup> September 2020



## EQUALITY IMPACT ASSESSMENT

EIA Version	Date	Author	Changes
1.0	22 September 2020	Maureen Stephen Area Committee Officer (Buchan)	

Stage 1: Title and aims of the activity (“activity” is an umbrella term covering policies, procedures, guidance and decisions including those that affect services the council delivers).

Service	Business Services
Section	Area Manager
Title of the activity etc.	Area Committee Grant Scheme
Aims and desired outcomes of the activity	To approve the allocation of the balance of the Area Committee Grant Scheme
Author(s) & Title(s)	Maureen Stephen Area Committee Officer (Buchan)

Stage 2: List the evidence that has been used in this assessment and explain what it means in relation to the activity you are assessing.

Evidence	What does it say?	What does it mean?
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 the report	
External consultation (partner organisations, community groups, and councils).	Buchan Development Partnership, Community Groups	
External data (census, available statistics).		
Other (general information as appropriate).	Aberdeenshire Local Outcomes Improvement Plan, Council Plan 2017-2022, Buchan Community Plan	Priorities for the CPP, Council and more locally

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:
	n/a	

Stage 5: What steps can be taken to promote good relations between various groups/areas?	
These should be included in the action plan.	Each project aims to improve accessibility for people with protected characteristics within existing community facilities which will promote good relations between people with and without there protected characteristics.

Stage 6: How does the policy/activity create opportunities for advancing equality of opportunity?

Projects that are difficult to fund such as repairs, maintenance and training have been favoured, as this support will increase the sustainability of the projects. All the projects support volunteering activities and will offer greater opportunities for people with protected characteristics to visit and make use of these spaces in the future, and in turn advance equality of opportunity for them.

Stage 7a:

Are there potential impacts on protected groups?

The protected groups covered by the equality duty are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex and sexual orientation.

Who is affected by the activity or who is intended to benefit from the proposed activity and how? Complete the table below for each protected group by inserting "yes" in the applicable box/boxes below.

	Positive	Negative	Neutral	Unknown
Age – Younger	Yes			
Age - Older	Yes			
Disability	Yes			
Race – (includes Gypsy Travellers)			Yes	
Religion or Belief			Yes	
Sex			Yes	
Pregnancy and maternity			Yes	
Sexual orientation – (includes Lesbian/ Gay/Bisexual)			Yes	
Gender reassignment – (includes Transgender)			Yes	
Marriage and Civil Partnership			Yes	

Stage 7b: Do you have evidence or reason to believe that this policy, activity etc. will or may impact on socio-economic inequalities?

This is about trying to be fair to everyone. Part of that is realising that not everyone may be starting at the same place. Some individuals and families may have low income, may have very little or no savings which means they are living from month to month therefore changes to council policies/services may have a greater adverse impact on them.

On this basis you should consider potential impacts on individuals/families by:

- Place: on specific vulnerable areas or communities (SIMD, regeneration, rural) e.g. housing, transport.
- Pockets: household resources, (Income, benefits, outgoings) ability to access a service
- Prospects: peoples life chances e.g.access to, or ability to access: employment, training, services (such as council or health) or support.

Groups of people who may be impacted include, but not limited to:

<ul style="list-style-type: none"> <li>• Unemployed</li> <li>• Single parents and vulnerable families</li> <li>• People on benefits</li> <li>• Those involved in the criminal justice system</li> <li>• People in the most deprived communities</li> <li>• People who live in rural areas</li> </ul>	<ul style="list-style-type: none"> <li>• Pensioners</li> <li>• Looked after children</li> <li>• Carers including young carers</li> <li>• Veterans</li> <li>• Students</li> <li>• Single adult households</li> <li>• People who have experienced the asylum system</li> </ul>	<ul style="list-style-type: none"> <li>• Those leaving the care setting including children and young people and those with illness</li> <li>• Homeless people</li> <li>• People with low literacy/numeracy</li> <li>• People with lower educational qualifications</li> <li>• People in low paid work</li> <li>• People with one or more protected characteristic</li> </ul>
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Please complete by inserting “yes” in the applicable box/boxes below.

Socio-economic disadvantage	Positive	Negative	Neutral	Unknown
Pockets: Low income/income poverty – cannot afford to maintain regular payments such as bills, food, clothing			Yes	

Pockets: Low and/or no wealth – enough money to meet basic living costs and pay bills but have no savings to deal with any unexpected spends and no provision for the future	Yes			
Pockets: Material deprivation – being unable to access basic goods and services i.e. financial products like life insurance, repair/replace broken electrical goods, warm home, leisure and hobbies			Yes	
Place: Area deprivation – where you live, where you work	Yes			
Prospects: Socioeconomic background – social class i.e. parents education, employment and income , educational achievement.	Yes			

Stage 8: What are the positive and negative impacts?		
Impacts.	Positive	Negative
Please detail the potential positive and/or negative impacts you have highlighted above. Detail the impacts and describe those affected.	Improving community facilities and activities will offer greater opportunities for people with protected characteristics to visit and make use of these spaces in the future, and in turn advance equality of opportunity for them. Several projects are aimed specifically at age younger or older, many seek to improve the local place and enhance accessibility.	


**Stage 9: Have any of the affected groups/areas been involved, engaged with or consulted?**

<p>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?</p>	<p>Community engagement related work has been undertaken by each community group to identify the need for such projects and local community priorities.</p>
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**Stage 10: What mitigating steps will be taken to remove or reduce negative impacts?**

	Mitigating Steps	Timescale
<p>These should be included in any action plan at the back of this form.</p>	n/a	

**Stage 11: What monitoring arrangements will be put in place? How the EIA will be used to monitor the proposal**

<p>These should be included in any action plan (for example customer satisfaction questionnaires).</p>	<p>Successful applicants will be expected to provide an outcomes-focused report on their project within 3 months of completion.</p>
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**Stage 12: What is the outcome of the Assessment?**

<p>Please complete the appropriate box/boxes</p>	1	No negative impacts have been identified –please explain.
	<p>No negative impact identified as there are no differential impacts to people with Protected Characteristics.</p>	
	2	<p>Negative Impacts have been identified, these can be mitigated - please explain. * Please fill in Stage 13 if this option is chosen.</p>

	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.

No negative impact identified as there are no differential impacts to people with Protected Characteristics.

Stage 14: Sign off and authorisation.

Sign off and authorisation.	1) Service and Team	Business Services Area Manager	
	2) Title of Policy/Activity	To approve the allocation of the Area Committee Grant Scheme	
	3) <b>Authors:</b> I/We have completed the equality impact assessment for this policy/activity.	Name: Maureen Stephen Position: Area Committee Officer Date: 22 September 2020 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: Amanda Roe Position: Area Manager (Buchan) Date: 22 September 2020	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.	Date:
	7) EIA author sends a copy of the finalised form to: equalities@aberdeenshire.gov.uk	Date:





## 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.

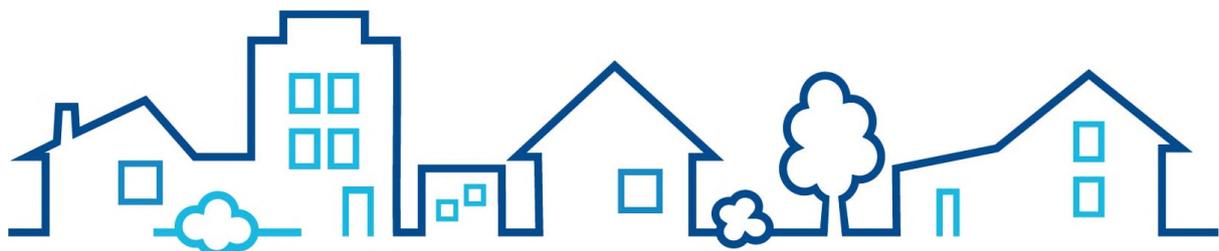
The Town Centre First Impact Assessment (TCFIA) allows officers in all services to identify the detrimental and beneficial effects that decisions we take may have on our town centres. It will allow officers to consider any implications that council decisions may have on Aberdeenshire's key town centres. 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 – Area Initiatives Fund
Service	Business
Department	Area Managers
Author	Maureen Stephen
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 – please specify	Yes - Peterhead

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	Positive

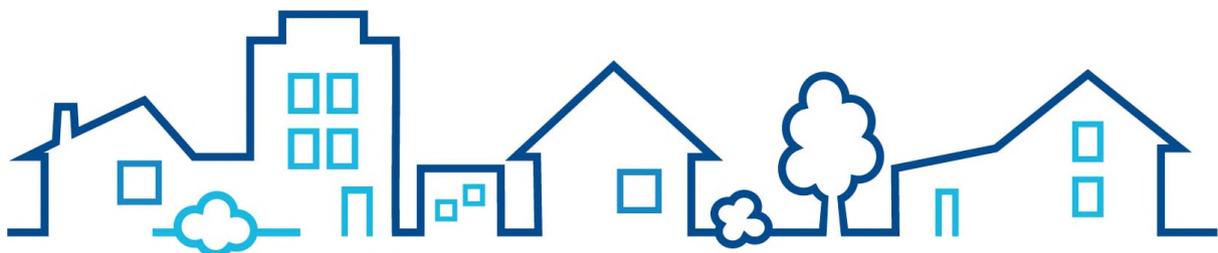




3)	
Please describe the aims of the committee paper?	To allocate the balance of the Area Committee Budget amounting to £24,330.00 towards projects in the Buchan Area

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.	Organisations within Peterhead have applied under the Area Committee Budget grant scheme which could have an impact on Peterhead Town Centre by (1) providing more opportunities for volunteering and training; and (2) increasing sustainability opportunities	None

5) What mitigating steps will be taken to reduce or remove negative impacts? If none see Q6	
Mitigating Steps	Timescale





6) Set out the justification that the activity can and should go ahead despite the negative impact.

Question 7: Sign off and Authorisation	
a) <b>Author:</b> I have completed the TCIA impact assessment for this policy/ activity.	Name: Maureen Stephen Position: Area Committee Officer Date: 22 <sup>nd</sup> September 2020 Signature:
b) Consultation with Service Manager	Name: Amanda Roe Position: Buchan Area Manager Date: 22 <sup>nd</sup> September 2020
c) Authorisation by Director or Head of Service	Name: Ritchie Johnston Position: Director of Business Services Date: 22 <sup>nd</sup> September 2020
d) Have you consulted with your Town Centre First Ambassador?	Yes  
e) TCFIA author sends a copy of the finalised form to: tcfia@aberdeenshire.gov.uk	Date Sent:

