

## REPORT TO BANFF AND BUCHAN AREA COMMITTEE - 30 MARCH 2021

### BANFF AND BUCHAN AREA COMMITTEE BUDGET 2021-2022

#### 1 Reason for Report

- 1.1 The purpose of this report is to seek the agreement of the Area Committee for the general allocation of the Area Committee Budget 2021/22 which has been set at £80,800.

#### 2 Recommendations

**The Banff and Buchan Area Committee is recommended to consider the terms of the report and agree:**

- 2.1 the eligibility criteria outlined in Appendix 1,
- 2.2 that applications for funding from the Area Initiatives Fund be requested by Friday 28 May 2020 and reported to the Banff and Buchan Area Committee on 15 June 2021 and that any remaining funds be subject to a second call in the autumn, and
- 2.3 that the budget contributes up to 80% towards the total cost of community projects, to a maximum of £5,000, or a maximum of £10,000 where the work has been identified and prioritised by the community in a Community Action Plan (or equivalent) and will help communities to deliver targets identified within their action plans.

#### 3 Purpose and Decision-Making Route

- 3.1 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 and also take cognisance of the recommendations made at the meeting of Aberdeenshire Council on 11 February 2016 that this fund should allow further support for community groups and organisations to deliver local initiatives designed to boost economic activity.
- 3.2 Banff and Buchan Members, at an informal session on 08 December 2020 considered and reviewed the list of criteria, and the amended list is attached at **Appendix 1** to this report.

#### 4. Discussion

- 4.1 It is recommended that allocation of funding be linked to at least one of the Community Planning/Local Outcome Improvement Plan priorities which are listed in **Appendix 1** to this report. These priorities are designed to allow applicants to take an outcome-focussed approach when planning projects and local interventions.

- 4.2 This enables the budget to be used responsively to address the needs of communities and maximise scarce resources. It also enables Aberdeenshire Council, through the utilisation of all available resources, to work more closely with individuals and communities to understand their needs, maximise talents and resources, support self-reliance and build resilience.
- 4.3 The Area Committee Budget will be advertised widely by the Area Manager's Team.

## 5 Council Priorities, Implications and Risk

- 5.1 Depending on the applications received, this report may help to deliver the following council priorities:

Pillar	Priority
Our People	Health and Wellbeing
Our Environment	Resilient Communities
Our Economy	Economy and Enterprise

- 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 is not required because the recommended actions will not, at this stage, have a differential impact on people with protected characteristics.
- 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.
- 5.5 No risks arising from this report have been identified as relevant to this matter at a Corporate or Directorate level.

5.6 A Town Centre First Impact Assessment is not required because, at this stage, the Committee is only being asked to consider the eligibility criteria and methodology for the disbursement of the Area Committee Budget.

## **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 within the report. They are satisfied that the report complies with the Scheme of Governance and relevant legislation.

6.2 The Committee is able to consider 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  
Date: 23 February 2021

Appendix 1: Revised Criteria for Area Initiatives Fund

## Appendix 1

### Criteria for Applications to the Banff and Buchan Area Committee Budget “Area Initiatives Fund”

1. Projects must be aligned to at least one of the Community Planning/Local Outcome Improvement Plan priorities which are:
  - Changing Aberdeenshire’s relationship with alcohol
  - Reducing Child Poverty
  - Connected and Cohesive Communities
  - 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
2. The budget will contribute up to 80% of the total cost of a project to a maximum of £5,000, or a maximum of £10,000 where the work has been identified and prioritised by the community itself through a Community Action Plan (or equivalent).
3. All money awarded must be spent within the Banff and Buchan Area.
4. Funding for core activities such as staffing, or overheads will **not** be eligible.
5. In accordance with a decision taken by the Area Committee, at its meeting on 12 March 2013, the following shall apply in relation to funding for Christmas lights:
  - Applications should be for new lights only. Repair, maintenance, installation and storage costs will **not** be supported.
  - Groups can source up to 50% of the total cost of the purchase of new lights from this fund to a maximum of £1,500.
  - Groups can only access this fund once every three years.

- Support will only be given for displays which use energy efficient technology and focus on town centres or the main village thoroughfares.
6. Applicants will be required to submit a copy of their most recent, independently examined set of accounts, including a copy of their current bank balance, and provide detailed information on any funds which have been ring-fenced for other projects. All information received may be considered in the decision-making process.
  7. Applicants will be required to provide information on related funding applications, whether they have been successful and, if so, how much funding they have received.
  8. Groups require to be properly constituted and submit a copy of their Constitution or Memorandum and Articles and any necessary and relevant qualifications, affiliations, and insurances.
  9. Applications which are solely or substantially for individual benefit will **not** be considered.
  10. Groups must be able to give an assurance that they will be able to complete their projects and have receipts submitted in time for the end of the financial year (31 March), and will be expected to provide regular feedback on progress, to the Area Manager's Office, when requested.
  11. Payment will be made retrospectively on receipts or other confirmation that the money has been spent in accordance with the proposals applied for. Payment will be made by BACS transfer to a group's bank account.
  12. Applications for supporting core Council services will **not** be supported.
  13. The use of the budget must **not** commit the Council to recurring expenditure or maintenance.
  14. Successful applicants may be required to provide a short progress report after the funding has been received and the project is completed or well underway.

The Committee will consider each individual application on its own merits, and Members may wish to consider applications which do not accord completely with the above guidelines. For example:

- Certain groups may not have been constituted for a long enough period to be able to provide copies of their accounts but, with the agreement of the internal auditor, may be able to be considered.
- Members may choose **not** to consider applications from groups who have had previous, recent funding from the budget, even although their project complies with the above criteria.