

REPORT TO KINCARDINE AND MEARNS AREA COMMITTEE 18 MAY 2021
AREA COMMITTEE BUDGET 2021-2022

1 Reason for Report / Summary

- 1.1 Two applications have been submitted for funding from the Kincardine and Mearns Area Committee Budget, one from Redmyre Primary School for £2,794 and the second one from Auchenblae Primary School for £410.70.

2 Recommendations

The Committee is recommended to -

- 2.1 Consider and agree the applications to the Kincardine and Mearns Area Committee Budget from Redmyre and Auchenblae Primary Schools.**

3 Purpose and Decision Making Route

- 3.1 The Council has allocated £80,800 to each Area Committee for the financial year 2021/22 for the Area Committee Budget. These are the first applications to be submitted and if approved would leave a balance of £77,595.30.

4 Discussion

- 4.1 The Area Committee is asked to consider an application received from Redmyre Primary School for £2,794. This is to purchase a log cabin to be placed within the playground and used as an additional space for learning. This room would be used to facilitate smaller group working, music lessons and individual learning needs.
- 4.2 The total project cost is £9,794 and Redmyre Primary School are looking for £2,794, the remaining £7,000 has been raised through school fundraising. The project includes the purchase of a timber cabin, floor insulation, a concrete base, landscaping and insulation. The application meets the Area Committee budget criteria and Learning Estates are aware of the project.
- 4.3 The second application is to support Auchenblae Primary School to fund their allotment project. The school has an established garden area with raised beds but would like to add poly tunnels and two more raised beds to grow and produce a large variety of fruit and vegetables. They are working in partnership with the University of Aberdeen "One Seed Forward Garden School" initiative and the local Auchenblae Food Larder.
- 4.4 The total project cost is £820 and Auchenblae Primary School are looking for £410.70 to purchase a poly tunnel, compost, netting, twine, seeds and canes. The remaining funds will be used to purchase tools and equipment. It was originally thought that this could be funded through the Community Food Fund, however this is no longer available and has been signposted to the Area Committee Budget for consideration.

- 4.5 They are hoping to address and educate the pupils on food security, sustainability and promote health and wellbeing. They are working alongside the local food larder to support all members of the community through the production of food. The application meets the Area Budget criteria and match funding has been secured through fundraising.

Priorities, Implications and Risk

- 5.1 The applications within this report help deliver Council Priority 1.

- Support a strong, sustainable, diverse and successful economy

- 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 No risks have been identified as relevant to this matter on a Corporate Level.
- 5.4 The decision whether or not to grant the applications will not have a differential impact on persons sharing the same protected characteristics and so an Equalities Impact Assessment is not required.

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, any comments are included and 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 in Part 2A, List of Committee Powers in the Scheme of Governance, as it relates to the authorisation of expenditure from the Kincardine and Mearns Area Committee budget.

Alan Wood

Interim Director of Infrastructure Services

Report by Emma Storey, Kincardine and Mearns Area Committee Officer

Report Date 11 May 2021

APPENDIX 1

Criteria for the Use of the Kincardine and Mearns Area Committee Budget 2021/22 onwards, agreed by Area Committee (27.04.21).

1. The budget should be used to enable the Kincardine and Mearns Area Committee to respond to local needs by supporting projects within its Area. Projects will be favourably considered if they have clear evidence **of fit to the Councils Strategic Priorities**, including community economic development, and emerged from, or take cognisance of:
2. Community Action Plans; Settlement Plans
3. Town Centre First approach
4. The Local Community Plan
 - a. Strong Communities,
 - b. Wellbeing, and
 - c. Connecting People.
5. Community Empowerment Act – in support of the assembly of business plans; feasibility studies etc.
6. Under normal circumstances the maximum payment for any one project or initiative is **£8,000.00**.
7. 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. Voluntary/in kind contributions will be considered as part of the contribution of a project, for example, contribution of a piece of equipment or volunteer time. Below is a table that indicates the standard rates, which should be used to calculate volunteer time:

Type of voluntary/in-kind contribution	Per Hour	Per Day
General, unskilled labour (for example, supervised scrub clearance, ditch-digging, planting, basic administrative support)	£9.50*	£76.00
Specialist, skilled, trained labour (for example, operations for which certificated training is a requirement, such as operating dangerous equipment, driving off-road vehicles, using chemicals)	£18.75	£150.00

Specialist services, (for example, supervising, training labour teams, surveys, counts, trapping, ringing, diving, printing, designing, photography)	£31.25	£250.00
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Professional services (for example, consultants, lawyers, planners, engineers, accountants, auditors)	£50.00	£350.00
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*The Living Wage in Scotland.

8. 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.
9. 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.
10. 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.
11. 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.
12. 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.
13. 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
 - (a) aims consistent with
 - (b) Council objectives (i)
 2. Setting up costs of a new event (i)
 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 (ii) and (iii)
 - i. An application would have to provide evidence of longer term financial sustainability.

- ii. Excludes cancellation, weather, poor planning and retrospective applications.
 - iii. An application would have to provide evidence that all other avenues have been exhausted.
14. The Fund will close at the end of February to enable the end of year financial process to progress.
15. A reporting and monitoring system is to be put in place and made available to the Area Committee.
16. All applications must be agreed by the Area Committee.
17. Grants should be claimed **within 6 months of award** and before the end of the financial year in which they are awarded. If outwith timescale a further application will be required if funding still available. A key factor in assessing applications as the financial year progresses will be the likelihood of funding being used.

For Information:

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. All Proposals must be in line with and address the **Council Plan priorities** which are:

Our People – Education; Health & Wellbeing
Our Environment – Infrastructure; Resilient Communities
Our Economy – Economy & Enterprise; Estate Modernisation

Further information can be found here:

<https://www.aberdeenshire.gov.uk/council-and-democracy/council-plan/delivering-our-priorities-across-services/>