



## REPORT TO KINCARDINE AND MEARN'S AREA COMMITTEE – 16 NOVEMBER 2021 AREA COMMITTEE BUDGET 2021 - 2022

### 1 Reason for Report / Summary

- 1.1 Three applications have been submitted for funding from the Kincardine and Mearns Area Committee Budget 2021/22.

### 2 Recommendations

- 2.1 **The Committee is recommended to consider and agree three applications to the Kincardine and Mearns Area Committee Budget from:**

- **Bervie Skatepark - £8,000.00,**
- **Maryculter Driving for the Disabled Group - £2,000.00, and**
- **Stonehaven and District Lions Club - £5,076.00.**

### 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. Eight applications have been submitted and approved at Area Committee leaving a balance of £41,554.99 see **Appendix 1**. The criteria for the Area Committee Budget has been appended to this report as **Appendix 2**.

### 4 Discussion

- 4.1 An application has been received from Bervie Skatepark for £8,000.00 to complete a feasibility report. The group have been trying over the past 8 years to build a Skatepark in Inverbervie. They have started a draft feasibility report, with a concept design and quotes, however funders have requested a more in-depth feasibility report before awarding any funding. A feasibility report normally costs in the region of £12,000.00. Given the work the group have already undertaken they have been quoted £8,000.00 to enhance their feasibility report in order to achieve the necessary funding to construct the skatepark. The group have now been awarded a lease which will commence when all the funding is in place and construction begins. Essentially the group are looking for an award of 100% to the value of £8,000.00, however they have placed a monetary value of £4,000.00 on the work they have already carried out, through volunteer hours and the initial draft feasibility report. In essence match funding is met through volunteers hours and the work already carried out to the draft feasibility report which has reduced the overall cost of the required feasibility report.
- 4.2 Maryculter Driving for the Disabled Group have applied for £2,000.00 to purchase a horse. The group have been operating since 1986 and provide carriage driving to people with disabilities. They have 25 trained volunteers who accompany the carriages on foot and use electric bikes to make sure all users are safe. They also own specially adapted carriages to accommodate wheelchairs. The total cost to purchase a suitable trained horse is £6,570.00, this includes the purchase of the

horse transportation and delivery of the horse and vetting. Match funding has been met through their reserves.

- 4.3 An application has been submitted from Stonehaven and District Lions Club for £5,076.00 to purchase a trailer. The trailer costs £6,768.00, the original application requested the whole amount, however they were advised that this would not fit the criteria. They are able to use their reserves to pay 25% towards the total purchase price. The Lions are currently made up of 22 volunteers who run a number of events and fund raising activities in the local area, whose proceeds are all spent on charitable causes. The current trailer is 13 years old and needing replaced, the trailer is used throughout the year to transport equipment to and from many community events. These events not only allow the Lions to fundraise but also many other organisations. Match funding is met through their reserves; however, these are very limited as no fundraising has been able to take place during the pandemic.

## 5 Council Priorities, Implications and Risk

- 5.1 This report helps deliver Council Priority 1 – Our People and Council Priority 2 – Our Environment.
- 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 integrated impact assessment is not required as the award of funding will not have a differential effect on persons sharing the same protected characteristics.
- 5.4 No risks have been identified as relevant to this matter on a Corporate Level.
- 5.5 Approval of these applications will reduce the remaining balance of the Area Initiatives Budget to £26,478.99.

## 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**  
**Director of Environment and Infrastructure Services**

Report prepared by Emma Storey, Area Committee Officer  
Date 1 October 2021

**List of Appendices**  
Appendix 1 – Area Committee Balance  
Appendix 2 – Area Committee Budget Criteria

**Appendix 1**

<b>KINCARDINE and MEARN'S AREA COMMITTEE BUDGET FINANCIAL YEAR 2021-22</b>						
			<b>BUDGET</b>		<b>£80,800.00</b>	
		<b>DATE RECEIVED</b>	<b>AMOUNT REQUESTED</b>	<b>DATE TO COMMITTEE</b>	<b>AMOUNT AGREED</b>	<b>RUNNING TOTAL</b>
<b>APPLICANT</b>	<b>PURPOSE</b>					
<b>FINANCIAL YEAR 2021-22</b>						<b>£80,800.00</b>
Redmyre Primary School	Outdoor Classroom	April 2021	£2,794.00	18 May 2021	£2,794.00	£78,006.00
Auchenblae Primary School	Create Allotment	April 2021	£410.70	18 May 2021	£410.70	£77,595.30
Laurencekirk Primary School	Create Allotment	May 2021	£1,300.00	8 June 2021	£1,300.00	£76,295.30
Auchenblae Park Committee	Purchase of equipment to maintain the recreational facilities.	July 2021	£8,000.00	31 August 2021	£8,000.00	£68,295.30
Stonehaven & District Sea Cadets	Purchase and installation of an access lift.	July 2021	£8,000.00	31 August 2021	£8,000.00	£60,295.30
Stonehaven Town Partnership	Purchase and installation of new fire doors.	July 2021	£2,740.31	31 August 2021	£2,740.31	£57,554.99
Mearns Coastal Heritage Trail (MERCHAT)	Purchase rock armour to complete the path at Seagreens Cottages	August 2021	£8,468.00	21 September 2021	£8,000.00	£49,554.99

**Appendix 1**

Skateraw Hall Committee	Purchase of Skateraw Hall, Newtonhill for the Community.	October 2021	£8,000.00	10 October 2021	£8,000.00	£41,554.99
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## APPENDIX 2

### 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, 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:

<b>Type of voluntary/in-kind contribution</b>	<b>Per Hour</b>	<b>Per Day</b>
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

Professional services (for example, consultants, lawyers, planners, engineers, accountants, auditors) £50.00 £350.00

\*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/>