

REPORT TO KINCARDINE AND MEARNS AREA COMMITTEE – 29 NOVEMBER 2022
AREA COMMITTEE BUDGET 2022-2023

1 Executive Summary/Recommendations

1.1 One application has been submitted for funding from the Kincardine and Mearns Area Committee Budget from Portlethen Town Association for £1,455.60.

1.2 The Committee is recommended to -

1.2.1 Consider and agree the application to the Kincardine and Mearns Area Committee Budget from:

- Portlethen Town Association - £1,455.60

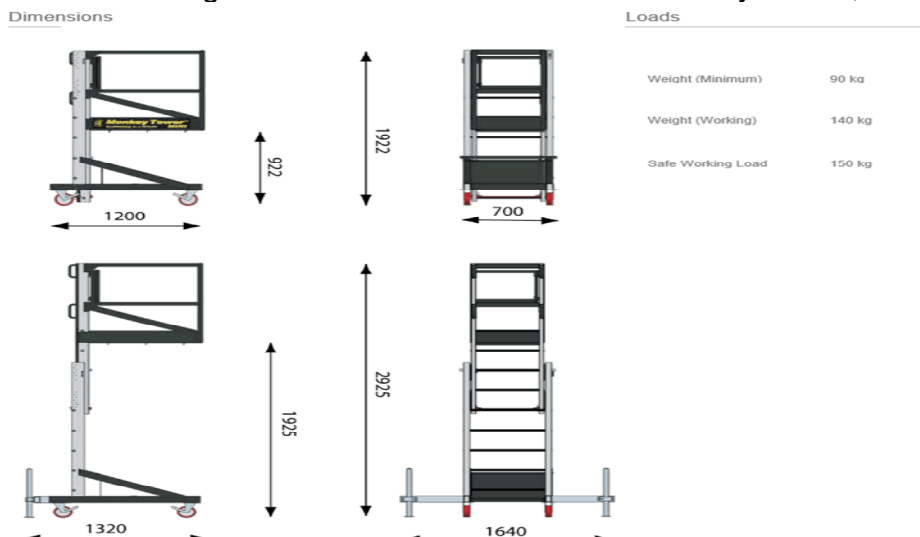
2 Decision Making Route

2.1 The Council has allocated £81,200 to each Area Committee for the financial year 2022/23 for the Area Committee Budget. The Area Committee Budget criteria is contained in **Appendix 1**. Eight applications have been submitted and approved leaving a balance of £49,503.00, outlined in **Appendix 2**.

3 Discussion

3.1 The Area Committee is asked to consider an application received from Portlethen Town Association for £1,455.60 to purchase a Mini Monkey Tower totaling £2,911.20 including delivery. This will be used to install the festive lights in Portlethen ensuring the safety of those volunteers installing them. It is anticipated that other groups in the community could utilise this for other projects. Match funding has been met through their own reserves from funding from The Cloch.

3.2 The diagram below illustrates the Mini Monkey Tower;



4 Council Priorities, Implications and Risk

4.1 This report helps deliver the below Council Priorities.

Pillar	Priority
Our People	Education Health & Wellbeing
Our Environment	Infrastructure Resilient Communities

4.2. 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 and Fairer Duty Scotland			X
Children and Young People's Rights and Wellbeing		X	
Climate Change and Sustainability			X
Health & Wellbeing			X
Town Centre First			X

4.3 There are no staffing implications arising from this report.

4.4 The screening section as part of Stage One of the Integrated Impact Assessment process has not identified the requirement for any further detailed assessments to be undertaken because the decision whether or not to grant the applications would not have a differential impact on any of the protected characteristics.

4.5 No risks have been identified as relevant to this matter on a Corporate Level.

4.6 Approval of the applications will reduce the remaining balance of the Area Committee Budget to £48,047.40.

5 Scheme of Governance

5.1 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.

5.2 The Committee is able to consider and take a decision on this item in terms of Section B.6.3 of this List of Committee Powers in Part 2A of 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 by Emma Storey, Kincardine and Mearns Area Committee Officer

Report Date: 21 November 2022

List of Appendices -

Appendix 1 – Area Committee Budget Criteria

Appendix 2 – Area Committee Balance

APPENDIX 1

Criteria for the Use of the Kincardine and Mearns Area Committee Budget 2022/23 onwards, agreed by Area Committee (26.04.22).

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:

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

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/>

Appendix 2

KINCARDINE and MEARNS AREA COMMITTEE BUDGET FINANCIAL YEAR 2022-23						
			BUDGET		£81,200.00	
		DATE RECEIVED	AMOUNT REQUESTED	DATE TO COMMITTEE	AMOUNT AGREED	RUNNING TOTAL
APPLICANT	PURPOSE					
FINANCIAL YEAR 2022-23						£81,200.00
Auchenblae Parks Committee	Replacement building at the football pitch in Auchenblae village	April 2022	£8,000.00	June 2022	£8,000.00	£73,200.00
Catterline Community Church	To purchase tables and chairs	June 2022	£7,500.00	June 2022	£7,500.00	£65,700.00
Community Learning Development	For children to attend a residential trip	August 2022	£1,459.00	August 2022	£1,459.00	£64,241.00
Stonehaven Lions Club	To purchase two gazebos	August 2022	£1,813.00	August 2022	£1,813.00	£62,428.00
Stonehaven and District Angling Association	Removing weir and re-grading the riverbed	August 2022	£8,000.00	August 2022	£8,000.00	£54,428.00
Howe O' The Mearns Heritage Trust	Architectural drawings to assist with a CAT	August 2022	£800.00	August 2022	£800.00	£53,628.00
Royal Burgh of Inverbervie Community Council	To purchase 4 benches	October 2022	£1,125.00	November 2022	£1,125.00	£52,503.00
Kincardine and Mearns Youth Clubs	To fund three pilot youth clubs across K&M for 16 weeks.	October 2022	£3,000.00	November 2022	£3,000.00	£49,503.00